

1.4175 11/12
United States Department of State



Key Officers of Foreign Service Posts



October 1996

It is most important that correspondence to a Foreign Service post be addressed to a section or position rather than to an officer by name. This will eliminate delays resulting from the forwarding of official mail to officers who have transferred. Normally, correspondence concerning commercial matters should be addressed simply "Commercial Section" followed by the name and correct mailing address of the post. (Examples of correct mailing addresses appear on page xvi.)

Department of State Publication 10306
Revised October 1996
OFFICE OF INFORMATION SERVICES
Publishing Services Division

TO SUBMIT KEY OFFICER CHANGES,
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FLARE

KEY OFFICERS OF FOREIGN SERVICE POSTS

Guide for Business Representatives

Doing Business Overseas—Your First Point of Contact

If you are planning a trip overseas or need information about doing business overseas, your first point of contact should be the nearest U.S. Department of Commerce District Office.

There are 47 District Offices and 21 Branch Offices in cities throughout the United States and Puerto Rico staffed by trade specialists from the United States and Foreign Commercial Service (US&FCS). These District Offices provide information on foreign markets, agent/distributor location services, trade leads, and counseling on business opportunities.

All District Offices have access to the National Trade Data Bank, a "one-stop" computerized source for current export promotion and country-specific trade data collected by 17 U.S. Government agencies. U.S. Export Assistance Centers, which combine the export promotion and trade finance services of the Department of Commerce, the Export-Import Bank, the Small Business Administration, and the Agency for International Development, now are open in Miami, Chicago, Long Beach, and Baltimore.

It is strongly recommended that business representatives inform the District Office of their plans to travel overseas. The District Office will notify Commercial Sections in overseas posts of the upcoming visit to ensure that they are adequately prepared to help.

The *Key Officers Guide* lists key officers at Foreign Service posts with whom American business representatives would most likely have contact. All embassies, missions, consulates general, and consulates are listed.

At the head of each U.S. diplomatic mission are the Chief of Mission (with the title of *Ambassador*, *Minister*, or *Charge d'Affaires*) and the Deputy Chief of Mission. These officers are responsible for all

components of the U.S. Mission within a country, including consular posts.

A *Chief of Mission Secretary* is responsible for the scheduling of appointments for that official. In addition to other duties, this secretary may also assist business persons by directing inquiries to the appropriate Mission office.

Commercial Officers advise U.S. business on local trade and tariff laws, government procurement procedures, and business practices; identify potential importers, agents, distributors, and joint venture partners; provide information on local government tenders; and assist with resolution of trade and investment disputes. At smaller posts, commercial interests are represented by Economic/Commercial Officers from the Department of State.

Commercial Officers for Tourism promote the U.S. travel and tourism industry.

Economic Officers advise U.S. business on the local investment climate and economic trends; negotiate trade and investment agreements to open markets and level the playing field; and analyze and report on macroeconomic trends and trade policies and their potential impact on U.S. interests.

Resource Officers counsel U.S. business on issues related to natural resources, including minerals, oil and gas and energy; and analyze and report on local natural resource trends and trade policies and their potential impact on U.S. interests.

Agricultural Officers promote the export of U.S. agricultural products and report on agricultural production and market developments in their area.

Animal and Plant Health Inspection Service Officers are responsible for animal and plant health issues as they impact U.S. trade and in protecting U.S. agriculture from foreign pests and diseases. They expedite U.S. exports in the area of technical sanitary and phytosanitary (S&P) regulations.

Environment, Science and Technology (EST) Officers analyze and report on EST developments and their potential impact on U.S. policies and programs.

Financial Attaches analyze and report on major financial developments.

Consular Officers extend to U.S. citizens and their property abroad the protection of the U.S.

Government. They maintain lists of local attorneys, act as liaison with police and other officials, and have the authority to notarize documents. The Department recommends that business representatives residing overseas register with the consular officer; in troubled areas, even travelers are advised to register.

Immigration and Naturalization Service Officers are responsible for enforcing the laws regulating the admission of foreign-born persons (i.e., aliens) to the United States and for administering various immigration benefits, including the naturalization of resident aliens.

Regional Security Officers are responsible for providing physical, procedural, and personnel security services to U.S. diplomatic facilities and personnel; they also provide local in-country security briefings and threat assessments to business executives.

AID Mission Directors are responsible for AID programs, including dollar and local currency loans, grants, and technical assistance.

Political Officers advise U.S. business executives on the local political climate and analyze and report on political developments and their potential impact on U.S. interests.

Labor Officers follow the activities of labor organizations to supply such information as wages, nonwage costs, social security regulations, labor attitudes toward American investments, etc. Advise U.S. business on local labor laws and practices and analyze and report on activities of local labor organizations, labor laws and practices, and their potential impact on U.S. interests.

Administrative Officers are responsible for normal business operations of the post, including purchasing for the post and its commissary.

Security Assistance Officers are responsible for Defense Cooperation in Armaments and foreign military sales to include functioning as primary in-country point of contact for U.S. Defense Industry.

Information Systems Managers are responsible for the post's unclassified information systems, database management, programming, and operational needs. They provide liaison with appropriate commercial contacts in the information field to enhance the post's systems integrity.

Communications Programs Officers are responsible for the telecommunications, telephone, radio, diplomatic pouches, and records management programs within the diplomatic mission. They maintain close contact with the host government's information/communications authorities on operational matters.

Public Affairs Officers are the press and cultural affairs specialists and maintain close contact with the local press.

Legal Attaches serve as representatives to the U.S. Department of Justice on criminal matters.

U.S. Department of State and Commerce Country Desk Officers

Both the Departments of State and Commerce have country desk officers based in Washington, D.C. who have comprehensive, up-to-date information on particular countries and can advise U.S. companies of the political and economic climate.

International Economic Policy (IEP) country desk officers in the Department of Commerce collect information on individual country regulations, tariffs, business practices, economic and political developments, trade data, and market size and growth, keeping a current pulse on the potential markets for U.S. products, services, and investments.

IEP has several regional business information centers that focus on new opportunities for trade and investment in various parts of the world: the former Soviet Union, Eastern Europe, Japan, Latin America and the Caribbean, and the European Community.

For a specific country desk officer or regional business center, call (202) 482-3022.

Country desk officers at the Department of State maintain regular contact with overseas diplomatic missions and can provide country-specific economic and political analysis for U.S. companies.

For a specific State Department country desk officer, call (202) 647-4000.

The Department of State, Bureau of Diplomatic Security, can also provide current data on the security situation to interested persons planning trips abroad. American business representatives desir-

ing this information should contact the Overseas Security Advisory Council at (202) 663-0533.

Department of State Coordinator for Business Affairs

The Coordinator for Business Affairs coordinates the Department's advocacy for U.S. companies overseas competing in international bids; problem-solving assistance to U.S. companies; dialogue with the U.S. private sector to ensure that business concerns are appropriately factored into foreign policy; and programs and practices to improve the Department's support for business. You should consider the Coordinator for Business Affairs your principal point of contact for business concerns within the Department of State. Tel. (202) 647-1942; FAX (202) 647-5713.

Trade Information Center

For general information about U.S. Government export promotion programs, you should contact the Trade Information Center. It provides information on Federal programs and activities that support U.S. exports, information on overseas markets and industry trends, and a computerized calendar of U.S. Government-sponsored domestic and overseas trade events. The center's nationwide toll-free number is: 1-800-USA-TRADE (1-800-872-8723).

A special line is available for those who are deaf or hearing-impaired: TDD 1-800-833-8723.

**DEPARTMENT OF COMMERCE
DISTRICT OFFICES**

ALABAMA

Birmingham—Patrick T. Wall (Dir.)
Medical Forum Building, 7th Fl.
950 - 22d Street North, ZIP: 35203
Tel.: (205) 731-1331, FAX: (205) 731-0076

ALASKA

Anchorage—Charles Becker (Dir.)
World Trade Center, 421 W. First St.,
ZIP: 99501
Tel.: (907) 271-6237, FAX: (907) 271-6242

ARIZONA

Phoenix—Frank Woods (Dir.)
Tower One, Suite 970
2901 N. Central Avenue, ZIP: 85012
Tel.: (602) 640-2513, FAX: (602) 640-2518

ARKANSAS

Little Rock—Lon J. Hardin (Dir.)
TCBY Tower Building, Suite 700
425 West Capitol Avenue, ZIP: 72201
Tel.: (501) 324-5794, FAX: (501) 324-7380

CALIFORNIA

Los Angeles—Steve Morrison (Dir.)
11000 Wilshire Blvd., Rm 9200, ZIP: 90024
Tel.: (310) 235-7104, FAX: (310) 235-7220

(*) Newport Beach

3300 Irvine Avenue, Suite 305, ZIP: 92660
Tel.: (714) 660-1688, FAX: (714) 660-8039

() Long Beach**—Joe Sachs (Dir.)

US&FCS Manager—Maria Solomon
One World Trade Center., Ste. 1670,
ZIP: 90831
Tel.: (310) 980-4551, FAX: (310) 980-4561

(*) Ontario**—Fred Latuperissa (Dir.)

3281 E. Gausti Road, Ste. 100, ZIP: 91761
Tel. (909) 390-5650, FAX: (909) 390-5759

San Diego—Mary Delmege (Dir.)

6363 Greenwich Dr., Suite 230, ZIP: 92122
Tel.: (619) 557-5395, FAX: (619) 557-6176

San Francisco—James S. Kennedy (Acting Dir.)

250 Montgomery St., 14th Fl., ZIP: 94104
Tel.: (415) 705-2300, FAX: (415) 705-2297

(*) Santa Clara

5201 Great Amer. Pkwy., #456, ZIP: 95054
Tel.: (408) 970-4610, FAX: (408) 970-4618

COLORADO

****Denver—Neil Hesse (Dir.)**

1625 Broadway, Suite 680, ZIP: 80202

Tel.: (303) 844-6622, FAX: (303) 844-5651

CONNECTICUT

Hartford—Carl Jacobsen (Dir.)

Room 610B, 450 Main Street, ZIP: 06103

Tel.: (203) 240-3530, FAX: (203) 240-3473

DELAWARE

Served by the Philadelphia District Office

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() Miami—Peter B. Alois (Dir.)**

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5600 Northwest 36th St., Ste. 617, ZIP: 33166

Tel.: (305) 526-7425, FAX: (305) 526-7434

(*) Clearwater

128 North Osceola Avenue, ZIP: 34615

Tel.: (813) 461-0011, FAX: (813) 449-2889

(*) Orlando

Eola Park Centre, Suite 1270

200 E. Robinson Street, ZIP: 32801

Tel.: (407) 648-6235, FAX: (407) 648-6756

(*) Tallahassee

107 West Gaines Street, Room 366G,

ZIP: 32399

Tel.: (904) 488-6469, FAX: (904) 487-1407

GEORGIA

****Atlanta—Tap Banerjee (Acting Dir.)**

285 Peachtree Center Avenue, NE

Marquis Two Tower, Suite 200

ZIP: 30303-1229

Tel.: (404) 657-1900, FAX: (404) 657-1970

Savannah—Barbara Prieto (Dir.)

120 Barnard Street, Room A-107, ZIP: 31401

Tel.: (912) 652-4204, FAX: (912) 652-4241

HAWAII

Honolulu—George B. Dolan (Dir.)

P.O. Box 50026

300 Ala Moana Blvd., Room 4106, ZIP: 96850

Tel.: (808) 541-1782, FAX: (808) 541-3435

IDAHO

(*) Boise—Portland District Office

700 West State Street, 2d Fl, ZIP: 83720

Tel.: (208) 334-3857, FAX: (208) 334-2783

ILLINOIS

() Chicago—Brad Dunderman (Dir.)**

Stanley Bokota, US&FCS Dir.

Xerox Center

55 West Monroe Street, Suite 2440, ZIP: 60603

Tel.: (312) 353-8040, FAX: (312) 353-8098

(*) Wheaton

c/o Illinois Institute of Technology

201 East Loop Road, ZIP: 60187

Tel.: (312) 353-4332, FAX: (312) 353-4336

(*) Rockford

P.O. Box 1747

515 North Court Street, ZIP: 61110

Tel.: (815) 987-8123, FAX: (815) 963-7943

INDIANA

Indianapolis—Dan Swart (Acting Dir.)

Penwood One, Suite 106

11405 N. Pennsylvania Street

Carmel, IN 46032

Tel.: (317) 582-2300, FAX: (317) 582-2301

IOWA

Des Moines—Randall J. LaBounty (Dir.)

Room 817, Federal Building

210 Walnut Street, ZIP: 50309

Tel.: (515) 284-4222, FAX: (515) 284-4021

KANSAS

(*) Wichita—George D. Lavid (Mgr.)

151 N. Volutsia, ZIP: 67214

Tel.: (316) 269-6160, FAX: (316) 683-7326

KENTUCKY

Louisville—John Autin (Dir.)

601 W. Broadway, Room 634B,

ZIP: 40202

Tel.: (502) 582-5066, FAX: (502) 582-6573

() Somerset—Sandra Necessary (Acting Dir.)**

246 Poplar Avenue, P.O. Box 50, ZIP: 42501

Tel. (606) 678-2029, FAX: (606) 678-2267

LOUISIANA

New Orleans—David Spann (Acting Dir.)

1 Canal Place

365 Canal Street, Suite 2150, ZIP: 70130

Tel.: (504) 589-6546, FAX: (504) 589-2337

MAINE

(*) Portland—Jeffrey Porter (Mgr.)

145 Middle Street, P.O. Box 8119, ZIP: 04104

Tel.: (207) 772-2811, FAX: (207) 772-1179

MARYLAND

() Baltimore**—Steve Hall (Acting Dir.)
World Trade Center, Suite 2432
401 E. Pratt Street, ZIP: 21202
Tel.: (410) 962-4539, FAX: (410) 962-4529

MASSACHUSETTS

Boston—Frank J. O'Connor (Dir.)
164 Northern Avenue
World Trade Center, Suite 307, ZIP: 02210
Tel.: (617) 424-5990, FAX: (617) 424-5992

MICHIGAN

Detroit—Walter Hage (Acting Dir.)
1140 McNamara Building
477 Michigan Avenue, ZIP: 48226
Tel.: (313) 226-3650, FAX: (313) 226-3657

(*) Pontiac**—Richard Corson (Dir.)
Oakland Pointe Office Building
250 Elizabeth Lake Road, ZIP: 48341
Tel.: (810) 975-9600, FAX: (810) 975-9606

(*) Ann Arbor**—Paul Litton (Dir.)
425 S. Main Street, Suite 103, ZIP: 48104
Tel.: (313) 741-2430, FAX: 741-2432

(*) Grand Rapids
300 Monroe N.W., Room 406, ZIP: 49503
Tel.: (616) 456-2411, FAX: (616) 456-2695

MINNESOTA

Minneapolis—Ronald E. Kramer (Dir.)
108 Federal Building
110 South 4th Street, ZIP: 55401
Tel.: (612) 348-1638, FAX: (612) 348-1650

MISSISSIPPI

Jackson—Mark E. Spinney (Dir.)
201 W. Capitol Street, Suite 310, ZIP: 39201
Tel.: (601) 965-4388, FAX: (601) 965-5386

MISSOURI

() St. Louis**—Sandra Gerley (Dir.)
8182 Maryland Avenue, Suite 303,
ZIP: 63105
Tel.: (314) 425-3302, FAX: (314) 425-3381

Kansas City—Rick Villalobos (Dir.)
601 East 12th Street, Room 635,
ZIP: 64106
Tel.: (816) 426-3141, FAX: (816) 426-3140

MONTANA

Served by the Boise Branch Office

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(*) Omaha—Allen Patch (Mgr.)

11135 "O" Street, ZIP: 68137

Tel.: (402) 221-3664, FAX: (402) 221-3668

NEVADA

Reno—James K. Hellwig (Dir.)

1755 East Plumb Lane, Suite 152,

ZIP: 89502

Tel.: (702) 784-5203, FAX: (702) 784-5343

NEW HAMPSHIRE

(*) Portsmouth—Susan Berry (Mgr.)

601 Spaulding Turnpike, Suite 29,

ZIP: 03801

Tel.: (603) 334-6074, FAX: (603) 334-6110

NEW JERSEY

Trenton—Rod Stuart (Dir.)

3131 Princeton Pike, Bldg. #6,

Suite 100, ZIP: 08648

Tel.: (609) 989-2100, FAX: (609) 989-2395

NEW MEXICO

(*) Santa Fe—Sandra Necessary (Mgr.)

c/o New Mexico Dept. of Economic
Development

1100 St. Francis Drive, ZIP: 87503

Tel.: (505) 827-0350, FAX: (505) 827-0263

NEW YORK

Buffalo—George Buchanan (Dir.)

1304 Federal Building

111 West Huron Street, ZIP: 14202

Tel.: (716) 551-4191, FAX: (716) 846-5290

(*) Long Island—George Soteris (Dir.)**

1550 Franklin Avenue, Mineola, ZIP: 11501

Tel.: (516) 571-3921, FAX: (516) 571-4161

(*) Rochester—James C. Mariano (Dir.)

111 East Avenue, Suite 220, ZIP: 14604

Tel.: (716) 263-6480, FAX: (716) 325-6505

() New York—Joel W. Barkan (Acting Dir.)**

6 World Trade Center, Rm. 635, ZIP: 10048

Tel.: (212) 264-0634, FAX: (212) 264-1356

(*) Westchester—Bill Spitler (Dir.)**

707 West Chester Avenue, White Plains, ZIP: 10604

Tel.: (914) 682-6218, FAX: (212) 682-6698

NORTH CAROLINA

Greensboro—Samuel P. Troy (Dir.)

400 West Market Street, Suite 400, ZIP: 27401

Tel.: (910) 333-5345, FAX: (910) 333-5158

NORTH DAKOTA

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OHIO

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550 Main Street, Room 9504, ZIP: 45202

Tel.: (513) 684-2944, FAX: (513) 684-3200

(***) **Columbus**—Michael Miller (Dir.)

37 North High Street, 4th Fl, ZIP: 43215

Tel.: (614) 365-9510, FAX: (614) 365-9598

Cleveland—John McCartney (Dir.)

Bank One Center

600 Superior Avenue, East, Suite 700, ZIP: 44114

Tel.: (216) 522-4750, FAX: (216) 522-2235

(***) **Toledo**—Robert Abrams (Dir.)

300 Madison Avenue, ZIP: 43604

Tel.: (419) 241-0683, FAX: (419) 241-0684

OKLAHOMA

Oklahoma City—Ronald L. Wilson (Dir.)

6601 Broadway Extension, Rm. 200, ZIP: 73116

Tel.: (405) 231-5302, FAX: (405) 231-4211

(*) **Tulsa**—Thomas Strauss (Mgr.)

440 South Houston Street, Room 505,

ZIP: 74127

Tel.: (918) 581-7650, FAX: (918) 581-2844

OREGON

Portland—Denny Barnes (Dir.)

One World Trade Center, Suite 242

121 SW Salmon Street, ZIP: 97204

Tel.: (503) 326-3001, FAX: (503) 326-6351

PENNSYLVANIA

(**) **Philadelphia**—Henry LeBlanc (Acting Dir.)

615 Chestnut Street, Suite 1500, ZIP: 19106

Tel.: (215) 597-6101, FAX: (215) 597-6123

Pittsburgh—Ted Amn (Acting Dir.)

2002 Federal Building

1000 Liberty Avenue, ZIP: 15222

Tel.: (412) 644-2850, FAX: (412) 644-4875

PUERTO RICO

San Juan (Hato Rey)—J. Enrique Vilella
(Dir.)

Room G-55, Federal Building

Chardon Avenue, ZIP: 00918

Tel.: (809) 766-5555, FAX: (809) 766-5692

RHODE ISLAND

(*) **Providence**—Raimond Meerbach (Mgr.)

7 Jackson Walkway, ZIP: 02903

Tel.: (401) 528-5104, FAX: (401) 528-5067

SOUTH CAROLINA

Columbia—Ann Watts (Dir.)

Strom Thurmond Federal Bldg., Suite 172
1835 Assembly Street, ZIP: 29201
Tel.: (803) 765-5345, FAX: (803) 253-3614

(*) Charleston—David Kuhlmeier

P.O. Box 975, ZIP: 29402
81 Mary Street, ZIP: 29403
Tel: (803) 727-4051, FAX: (803) 727-4052

(*) Upstate Export Assistance Center**

Denis Csizmadia (Dir.)
Park Central Office Park,
Building 1, Suite 109
555 North Pleasantburg Dr.,
Greenville, SC, ZIP: 29607
Tel.: (803) 271-1976, FAX: (803) 271-4171

SOUTH DAKOTA

(*) Sioux Falls—Harvey Timberlake (Mgr.)

200 N. Phillips Avenue, Commerce Center
Suite 302, ZIP: 57102
Tel: (605) 330-4264, FAX: (605) 330-4266

TENNESSEE

Nashville—Jim Charlet (Dir.)

Parkway Towers, Suite 114
404 James Robertson Parkway, ZIP: 37219
Tel.: (615) 736-5161, FAX: (615) 736-2454

(*) Memphis

22 North Front Street, Suite 200, ZIP: 38103
Tel.: (901) 544-4137, FAX: (901) 575-3510

(*) Knoxville

301 East Church Avenue, ZIP: 37915
Tel.: (423) 545-4637, FAX: (615) 545-4435

TEXAS

() Dallas—Bill Schrage (Dir.)**

P.O. Box 58130
2050 N. Stemmons Fwy., Suite 170, ZIP: 75258
Tel.: (214) 767-0542, FAX: (214) 767-8240

(*) Austin—Karen Parker (Mgr.)

P.O. Box 12728, Suite 300R
1700 Congress, 2d Fl., ZIP: 78701
Tel.: (512) 482-5939, FAX: (512) 482-5940

Houston—James D. Cook (Dir.)

#1 Allen Center, Suite 1160
500 Dallas, ZIP: 77002
Tel.: (713) 229-2578, FAX: (713) 229-2203

UTAH

Salt Lake City—Stephen P. Smoot (Dir.)

324 S. State Street, Suite 105, ZIP: 84111
Tel.: (801) 524-5116, FAX: (801) 524-5886

VERMONT

- (*) **Montpelier**—James Cox (Mgr.)
109 State Street, 4th Fl., ZIP: 05609
Tel.: (802) 828-4508, FAX: (802) 828-3258

VIRGINIA

- Richmond**—Philip A. Ouzts (Dir.)
700 Centre
704 East Franklin Street, Suite 550, ZIP: 23219
Tel.: (804) 771-2246, FAX: (804) 771-2390

WASHINGTON

- (***) **Seattle**—Lisa Kjaer-Schade (Dir.)
Westin Building 2001 6th Avenue,
Suite 650, ZIP: 98121
Tel.: (206) 553-5615, FAX: (206) 553-7253

(*) Tri-Cities

320 North Johnson Street, Suite 350
Kennewick, WA 99336
Tel.: (509) 735-2751, FAX: (509) 783-9385

WEST VIRGINIA

- Charleston**—W. Davis Coale, Jr. (Dir.)
405 Capitol Street, Suite 807, ZIP: 25301
Tel.: (304) 347-5123, FAX: (304) 347-5408

- (***) **Wheeling**—Martha Butwin (Dir.)
1310 Market St., 2d Fl., ZIP: 26003
Tel.: (304) 233-7472, FAX: (304) 233-7492

WISCONSIN

- Milwaukee**—Paul D. Churchill (Dir.)
517 E. Wisconsin Avenue, Room 596,
ZIP: 53202
Tel.: (414) 297-3473, FAX: (414) 297-3470

WYOMING

Served by the Denver District Office

Regional Offices

(*) Eastern Region

Roger Fortner (Acting Regional Dir.)
World Trade Center, Suite 2432
401 East Pratt Street, Baltimore, MD, ZIP: 21202
Tel.: (410) 962-4539, FAX: (410) 962-4529

(*) Mid-Eastern Region

Gordon Thomas (Regional Dir.)
9504 Federal Building
550 Main Street, Cincinnati, OH, ZIP: 45202
Tel.: (513) 684-2947, FAX: (513) 684-3200

(*) Mid-Western Region

Sandy Gerley (Acting Regional Dir.)

8182 Maryland Avenue, Suite 1011, St. Louis, MO,
ZIP: 63105

Tel.: (314) 425-3300, FAX: (314) 425-3375

(*) Western Region

Michael Liikala (Regional Dir.)

250 Montgomery St., 14th Fl., San Francisco, CA,
ZIP: 94104

Tel.: (415) 705-2310, FAX: (415) 705-2299

(*) - Denotes Trade Specialist at a Branch Office

() - Denotes a U.S. Export Assistance Center**

(*) - Office with managerial and administrative oversight responsibilities (offers no direct business counseling)**

POST INFORMATION AND SPECIAL NOTICES

POSTS OPENED—None

POSTS CLOSED—Barranquilla, Colombia (C),
Brisbane, Australia (C), Medan, Indonesia (C),
Porto Alegre, Brazil (C), Stuttgart, Germany (CG),
Udorn, Thailand (C), Victoria, Seychelles (E), Zurich,
Switzerland (CG)

POSTS CHANGED IN RANK, STATUS, ETC.—
Bombay, India (E), to Mumbai, India (CG)

BREAKDOWN OF POSTS AS OF October 1996

Embassies (E)	*163
Branch Offices of Embassy (BO)	3
Missions (M): USUN (New York), USOAS (Washington), USEC (Brussels), ICAO (Montreal), USNATO (Brussels), FODAG (Rome), USOECD (Paris), UNEP (Nairobi), OSCE (Vienna), UNESCO (Observer Mission-Paris), UNVIE (Vienna), and European Office of UN and Other IO (Geneva)	12
U.S. Interests Sections (USINT)	1
U.S. Offices (USREP)	0
Consulates General (CG)	64
Consulates (C)	9
U.S. Liaison Office (USLO)	1
Consular Agencies (CA)	45
Total	**298

*This count reflects only those countries where the United States has an established physical Mission. An additional 12 countries have U.S. Ambassadors accredited to them but no physical Mission exists. Operations have been temporarily suspended at the following post: Baghdad (1/91).

**ADDRESSES ARE EXAMPLES ONLY
EXAMPLES OF
ACCEPTED FORMS FOR
ADDRESSING MAIL**

Posts with APO/FPO Numbers:

APO/FPO Address*

Name

Organization

PSC or Unit number, Box number

APO AE 09080 or APO AA 34038 or

APO AP 96337

International Address**

Name of Person/Section

American Embassy

P.O. Box 26431***

Manama, Bahrain

Posts without APO/FPO Numbers:

Diplomatic Pouch Address*

Name of Person/Section

Name of Post

Department of State

Washington, D.C. 20521-four digit add-on

(see page 145 for 9-digit ZIP Code explanation
and listing)

International Address**

Name of Person/Section

American Embassy

Jubilaumstrasse 93***

3005 Bern, Switzerland

NOTE: Do not combine any of the above forms (e.g., international plus APO/FPO addresses). This will only result in confusion and possible delays in delivery. Mail sent to the Department for delivery through its pouch system for posts with APO/FPO addresses cannot be accepted and will be returned to the sender.

* Use domestic postage.

** Use international postage.

*** Use street address only when P.O. box is not supplied.

ALBANIA

Tirana (E), Tirana Rruga E. Labinoti 103 • PSC 59,
Box 100 (A), APO AE 09624, Tel 355-42-32875, 33520,
Fax 32222

AMB:	Marisa R. Lino
AMB SEC:	Estelle R. Aubin
DCM:	Robert Cekuta
POL/ECON:	Steven L. Hall
ECO/COM:	Frank J. Yacenda
CON:	Suzane Lively
ADM:	Ellen Sullivan
IPO:	Richard H. McDonald
GSO:	Alaina Teplitz
RSO:	Stephen H. Jacobs (resident in Rome)
ODA:	Cdr. Dennis R. Fox, USN
PAO:	Charles Walsh
AID:	Dianne Blane
AGR:	Holly Higgins (resident in Milan)
FAA:	Steven B. Wallace (resident in Rome)
FAA/CASLO:	Amelia D. Fitzgibbons (resident in Vienna)
FAA/FSIDO:	Jim Coffey (resident in Frankfurt)
IRS:	Larry J. LeGrand (resident in Rome)

ALGERIA

Algiers (E), 4 Chemin Cheikh Bachir El-Ibrahimi • B.P.
Box 549 (Alger-Gare) 16000, Tel [213] (2) 69-12-55,
69-11-86, 69-18-54, 69-38-75, Fax 69-39-79; GSO Fax
69-17-82; COM Tel 69-23-17, Fax 69-18-63; USIS Fax
69-14-88

AMB:	Ronald E. Neumann
AMB SEC:	Joan Szabados
DCM:	Joseph D. Stafford
POL/PAO:	Robert Ford
CON/COM/ECO:	Philippe Gregoire
ADM:	Beryl Bentley-Anderson
RSO:	Michael Bender
ODA:	Col. John Plummer, USAF
IPO:	Rudolph Szabados
AGR:	Evans "Duffy" Browne (resident in Tunis)
FAA:	Tony Fazio (resident in Paris)
IRS:	Frederick D. Pablo (resident in Paris)

2 ANGOLA-ARGENTINA

ANGOLA

Luanda (E), Rua Houari Boumedienne No. 32, Miramar, Luanda • International Mail: Caixa Postal 6484, Luanda, Angola, or Pouch: American Embassy Luanda, Dept. of State, Washington, D.C., 20521-2550; INMARSAT: Int'l Operator 873-151-7430, Tel [244] (2) 346-418/345-481, Fax 346-924; ODA Fax 347-217; Admin/Consular Annex: Casa Inglesa, Rua Major Kanhangula No. 132/135, Angola, or use above pouch address; ADMIN Tel 392-498; CON Tel 396-927, Fax 390-515

AMB:	Donald K. Steinberg
AMB SEC:	Sheila M. Jones
DCM:	James J. Hamilton
POL:	Douglas P. Climan
POL/MIL:	Dave Hollinger
ADM:	(Vacant)
ECO/COM:	Robert B. Murphy
CON:	Daniel L. Chase
IPO:	Antonio J. Gonzalez
RSO:	Dan Becker
PAO:	Alfred F. Head
AID/OFDA:	Douglas Mercado
FAA:	Ronald L. Montgomery (resident in Dakar)
ODA:	Ltc. Daniel Pike, USA
IRS:	Stanley Beesley (resident in London)
AGR:	Besa L. Kotati (resident in Pretoria)

ARGENTINA

Buenos Aires (E), International Mail: 4300 Colombia, 1425 Buenos Aires • APO Address: Unit 4334, APO AA 34034, Tel [54] (1) 777-4533 and 777-4534, Fax 777-0197; COM Fax 777-0673, Telex 18156 AMEMBAR

AMB:	James R. Cheek
AMB SEC:	Nancy Graham
DCM:	Ronald D. Godard
POL:	William J. Brencick
ECO:	Thomas H. Martin
COM:	Arthur Alexander
CON:	Bryant J. Salter
SCI:	Jeffrey T. Lutz
ADM:	John M Salazar
RSO:	Robert Barton (resident in Montevideo)
PAO:	Alexander Almasov
IMO:	Mark A. Hodgson

EST:	Kenneth D. Cohen
ODA:	Col. Jeffrey W. Whisenhunt
MILGP:	Col. Jose A. Rodriguez
AGR:	Gary C. Groves
APHIS:	(Vacant)
LAB:	Robert S. Hagen
FAA:	Santiago Garcia (resident in Rio de Janeiro)
FAA/CASLO:	Larry Bruce
IRS:	Frederick Dulas (resident in Santiago)

ARMENIA

Yerevan (E), 18 Gen Bagramian, Tel 3742-151-144 or 3742-52-46-61, Fax 3742-151-138, Telex 243137 AMEMY

AMB:	Peter Tomsen
AMB SEC:	Patricia B. Keller
DCM:	Louis Licht
POL:	Susan Thornton
ECO:	Albert R. Fournier
ADM:	Laura Kirkconnell
COM:	Frank Sparhawk
CON:	Patricia Lieberman
IPO:	(Vacant)
AID:	Fred Winch
PAO:	John Quintus
RSO:	Rebecca Dockery (resident in Tbilisi)
FAA:	Dennis B. Cooper (resident in Moscow)
AGR:	Mary Revelt (resident in Moscow)
IRS:	Margaret Lullo (resident in Bonn)
PC:	Sylva Etian
ODA:	Ltc. Robert M. Brown

AUSTRALIA

Canberra (E), Moonah Pl., Canberra, A.C.T. 2600 • APO AP 96549, Tel [61] (6) 270-5000, afterhours Tel 270-5900, Telex 62104 USAEMB, Fax 270-5970

AMB:	(Vacant)
AMB SEC:	(Vacant)
CHG:	Kaarn J. Weaver
POL:	Roger McGuire
ECO:	Curtis M. Stewart
COM:	Barry Friedman (resident in Sydney)
CON:	Declan Byrne
ADM:	Marshall F. Atkins
GSO:	Ernest J. Parkin

4 AUSTRALIA

RSO: John H. Kaufmann
PAO: Sheila W. Austrian
IMO: Anthony Muse
ISO: Durwood L. Franke
ODA: Col. Stephen E. Barneyback, USAF
MNL/EST: John Michael Garner
AGR: James A. Truran
APHIS: Wesley H. Garnett, Jr.
FAA: Fred Laird
(resident in Tokyo)
FAA/FSIDO: Lori La Quaglia Aquilino
(resident in San Francisco)
CUS: Donald K. Shruhan, Jr.
(resident in Singapore)
LAB: George S. Dragnich

Melbourne (CG), 553 St. Kilda Road, P.O. Box 6722, Melbourne, Vic 3004 • Unit 11011, APO AP 96551-0002, Tel [61] (3) 9526-5900, Fax 9510-4646; CON Fax 9525-0769; COM Fax 9529-6774; USIS Tel 9526-5930, Fax 9510-4686

CG: Ross L. Wilson
POL/ECO/
ADM: James A. McNaught
COM: Kenneth L. Norton
CON: Paul M. Fitzgerald
DCMC: Cdr Patrick G. Hogan, USN
IPO: Chandra L. Smith

Sydney (CG), 59th Fl., MLC Centre, 19-29 Martin Place, Sydney N.S.W. 2000 • PSC 280, Unit 11026, APO AP 96554-0002, Tel [61] (2) 373-9200; ADMIN Fax 373-9125; COM Fax 221-0573; CON Fax 373-9184

CG: Jerome F. Tolson, Jr.
POL/ECON: Kristine L. Pelz
COM: Barry Friedman
CON: Teddy Gong
ADM: Lewis A. Lukens
BPAO: Christopher Fitzgerald
IPO: Allan J. Friedbauer
IRS: Vivian L. Simon
FAA/CASLO: Steve Earnest

Perth (CG), 13th Fl., 16 St. George's Terr., Perth, WA 6000 • APO AP 96530, Tel [61] (9) 231-9400, Fax 231-9444

CG: Nicholas A. Sherwood
CON: Daniel P. Claffey
USN: Cdr. Marion R. Sisemore
COM: (Vacant)

AUSTRIA

Vienna (E), Boltzmanngasse 16, A-1091, Vienna,
Tel [43] (1) 313-39, Fax 310-0682; CON:
Gartenbaupromenade 2, 4th Floor, A-1010 Vienna, Tel
313-39, Fax 513-4351; COM Fax 310-6468

AMB:	Swanee Hunt
AMB SEC:	Susan B. Ray
DCM:	Joan E. Corbett
ECO/POL:	Timothy M. Savage
CON:	Guyle E. Cavin
COM:	Stephen Craven
ADM:	Steven J. White
RSO:	Edward F. Gaffney
PAO:	Helena K. Finn
IMO:	David L. Collins
DAO:	Col. John Fairlamb, USA
AGR:	Allan Mustard
APHIS:	Christopher Groocock
INS:	Jean Christiansen
LEGATT:	Julianne Slifco
CUS:	John Kellogg
DEA:	Bohdan Mizak
FAA:	Steve Wallace (resident in Rome)
FAA/CASLO:	Amelia D. Fitzgibbons
IRS:	Margaret Lullo (resident in Bonn)

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US Mission to International Organizations in Vienna (UNVIE), Obersteingasse 11/1, A-1190 Vienna, Tel [43] (1) 313-39, Fax 369-1585, or EXEC Tel 369-2095; IAEA Tel 369-2095, Fax 369-8392

US REP:	John B. Ritch III
SEC:	Elizabeth Krause
DCM:	Joseph C. Snyder III
POL/ECON:	Adrienne M. Stefan
IAEA:	Leroy C. Simpkins

6 AUSTRIA-AZERBAIJAN

DOE: Lisa Hilliard
NSAF ATT: Charles Z. Serpan
ISPO: Susan E. Pepper

U.S. Delegation to the Organization for Security and Cooperation in Europe (OSCE),
Obersteingasse 11/1, A-1190 Vienna, Tel [43] (1) 313-39, Fax 368-6385

U.S. REP: Sam W. Brown, Jr.
SEC: Anne Kirlian
DEP REP/DCM: J. Michael Lekson
POL: Mark A. Sigler
PAA: Stephen M. Dubrow
JCS: BG Roger Radcliff
ACDA: Gregory G. Govan
OSD: John Concannon
JAO: David M. Buss
IPO: Sebastian Failla

Salzburg (CA), Herbert-Von-Karajan-Platz 1, 5020;
Tel. [43] (662) 84-87-76, [43] (1) 31339 (Vienna Cons.
Section for afterhours emergencies)

CA: Jeanie DeGraff Mayer

AZERBAIJAN

Baku (E), Azadliq Prospekti 83, Tel (9) (9412) 98-03-35, Fax 96-04-69 INMARSAT 008-73-151-2713, CON Fax 98-37-55, Telex 142110 AMEMB SU

AMB: Richard D. Kauzlarich
AMB SEC: Linda R. Ren
DCM: David S. Sedney
CON: Brett Brennecke
POL: Michael Bosshart
IPO: Ronald Grider
ECO: Jonathan Muller
ADM: Maureen Park
PAO: Richard Brown
RSO: Rebecca Dockery
(resident in Tbilisi)
ODA: Capt. Douglas B. Brunn, USMC
AGR: Mark S. Sloan
(resident in Ankara)
COM: James M. Wilson
(resident in Ankara)
FAA: Dennis B. Cooper
(resident in Moscow)
IRS: Margaret Lullo
(resident in Bonn)

BAHAMAS, The

Nassau (E), Queen St. (local/Express Mail address)
 P.O. Box N-8197; Amembassy Nassau, P.O. Box 9009,
 Miami, Fl. 33159 (stateside address); Nassau, Dept. of
 State, Wash., DC 20521-3370 (pouch address), Tel
 (809) 322-1181 and 328-2206 (afterhours), Fax 356-
 0222 (Executive); 328-3495 (ECON/COM); 328-7838
 (ADMIN); 356-0918 (NAS); Tel 328-3496 (Visa);
 USIS Fax 326-5579; COM Fax 328-3495

AMB:	Sidney Williams
AMB SEC:	Vanessa Brooks
DCM:	Pamela Bridgewater
POL/ECO:	Georgia T. Wright
ECO/COM:	Steven Giegerich
CON:	Vincent A. Principe
ADM:	Brian McIntosh
RSO:	Todd J. Brown
PAO:	Georgia T. Wright (Acting)
APHIS:	Arthur Flores
IPO:	Jim Manupella
NAS:	Matthew B. Kaplan
NLO:	LCdr. Michael C. Doles, USN
CGLO:	LCdr. Michael Tosatto, USCG
CUS:	Michael Feinberg
CUS/INC:	Frank Mullin
DEA:	Richard C. Stuart
FAA (IAO):	Celio Young (resident in Miami)
FAA (MIFO):	Tony Kijek (resident in Miami)
INS:	James M. Ward
IRS:	Daniel Dietz (resident in Mexico City)
LAB:	Ollie P. Anderson (resident in Washington, D.C.)

BAHRAIN

Manama (E), Building No. 979, Road 3119 (next to Al-
 Ahli Sports Club), Zinj District • FPO AE 09834-5100;
 International Mail Box 26431; Switchboard Tel (973)
 273-300, Fax (973) 275-418; ECON/COM Fax 256-
 717; USIS Tel 276-180, Fax 270-547; US OMC Tel 276-
 962, Fax (973) 276-046

AMB:	David M. Ransom
AMB SEC:	Iris Mayo
DCM:	George Staples
POL:	Denise Valois
POL/MIL:	Henry Gatlin
ECO/COM:	Donald A. Roberts
CON:	Morris Roberts
ADM:	William Blaine III
RSO:	Michael Williams

8 BAHRAIN-BANGLADESH

PAO:	John Moran
IPO:	Stephan D. Campos
OMC:	Col. Gregory W. Lewis, USAF
FAA/CASLO:	Richard Moore
FAA:	Carl Burleson (resident in Brussels)
ATO:	Edwin Porter (resident in Dubai)
IRS:	Larry LeGrand (resident in Rome)

BANGLADESH

Dhaka (E), Diplomatic Enclave, Madani Ave.,
Baridhara • Dhaka 1212, or G.P.O. Box 323, Dhaka
1000, Tel [880] (2) 884700-22, Telex 642319 AEDKA
BJ, Fax 883-744; USAID Fax (880) (2) 883648; USIS
Jiban Bima Bhaban, 5th Fl., 10 Dilkusha C.A., Dhaka
1000, Tel 862550 thru 4, Fax 833987, workweek:
Sunday through Thursday

AMB:	David N. Merrill
AMB SEC:	Kathleen J. Alexander
DCM:	Nancy J. Powell
POL:	Stephen E. Eisenbraun
ECO/COM:	Cornelia M. Weierbach
CON:	David R. Dreher
ADM:	Lawrence N. Blackburn
RSO:	William H. Lamb
PAO:	Donald M. Bishop
IMO:	Russell F. Himmelsbach
IPO:	John J. Haverty
RMO:	Richard A. Bienia
AID:	Richard M. Brown
ODA:	Maj. Frank L. Rindone, USA
AGR:	Thomas Pomeroy (resident in New Delhi)
FAA:	David L. Knudson (resident in Singapore)
FAA/FSIDO:	Dennis Wilham (resident in Singapore)
CUS:	Donald K. Shruhan, Jr. (resident in Singapore)
IRS:	Shirley Sherwood (resident in Singapore)

BARBADOS

Bridgetown (E), Canadian Imperial Bank of Commerce Bldg., Broad Street • P.O. Box 302 or FPO AA 34055, Tel (246) 436-4950, Fax 429-5246, Telex 2259 USEMB BG1 WB, Marine Sec. Guard, Tel 436-8995; CON Fax 431-0179; AID Fax 429-4438; USIS Fax 429-5316; MLO Fax 427-1668; LEGATT Fax 437-7772

AMB:	Jeanette W. Hyde
AMB SEC:	Fran Wilson
DCM:	Donald W. Holm
POL/ECO:	Stephen R. Snow
ECO:	Leo Gallagher
CON:	Philip M. Jones
ADM:	Earl A. Ferguson
RSO:	Richard P. Soler
PAO:	Jennifer Clarke
IPO:	Ronnie J. Fontenot
AID:	Paul Bisek
ODA:	Ltc. Donald Robinson, USA
MLO:	Cdr. Jesse Dickens, USN
RMO:	(Vacant)
AGR:	Larry Senger (resident in Caracas)
LAB:	Peggy Zabriskie
LEGATT:	Thomas Carl
IRS:	Daniel Dietz (resident in Mexico City)
FAA:	Celio Young (resident in Miami)
FAA/FSIDO:	Tony Kijek (resident in Miami)

BELARUS

Minsk (E), Starovilenskaya #46-220002, Tel (375) (172) 31-50-00, Fax (375) (172) 34-78-53; IVG Embassy prefix 577; Telex 681252481 USARB BY; USIS Tel. (375) (172) 76-89-13, Fax (375) (172) 76-88-62

AMB:	Kenneth S. Yalowitz
AMB SEC:	Julie Stinehart
DCM/POL:	John Boris
ADM:	William Orr
CON:	Patricia Guy
GSO:	(Vacant)
IPO:	Gregory Kay
RSO:	James Pelphrey
PAO:	Michael Boyle
AGR:	Mary Revelt (resident in Moscow)
FAA:	Dennis B. Cooper (resident in Moscow)
FAA/FSIDO:	Jim Coffey (resident in Frankfurt)

10 BELARUS-BELGIUM

IRS: Margaret Lullo
(resident in Bonn)
DAO: Maj. Robert Hand, USA

BELGIUM

Brussels (E), 27 Boulevard du Regent, B-1000 Brussels
• PSC 82, Box 002, APO AE 09724, Tel [32] (2) 508-2111, Fax 511-2725; COM Fax 512-6653

AMB: Alan J. Blinken
AMB SEC: Roberta E. Viggiano
DCM: Lange Schermerhorn
POL: Douglas S. Kinney
ECO: Terry A. Breese
COM: Terrence Flannery
CON: Ted W. Halstead
ADM: Mary C. Pendleton
RSO: Douglas J. Rosenstein
PAO: Harriet L. Elam
ISM: Sherril L. Pavin
IMO: Richard J. Getze
ODA: Col. Jeffrey L. Donald
ODC: Col. Richard I. Kearsley,
USAF
AGR: Steven Yoder
(resident in The Hague)
FAA: Carl Burleson
(resident in London)
IRS: Frederick Pablo
(resident in Paris)

US Mission to the North Atlantic Treaty Organization (USNATO), Autoroute de Zaventem, B-1110 Brussels • PSC 81 APO AE 09724, Tel [32] (02) 726-4580, Fax 726-5796; USIS Fax 726-9368

US PERM REP: Robert E. Hunter
PERM REP SEC: Mary Ann T. Silva
DEP PERM/
REP/DCM: W. Robert Pearson
DEF ADV: Dr. Catherine Kelleher
POL/ECON ADV: Douglas L. McElhaney
PUB AFF ADV: Mary Ellen Connell
ADM ADV: Henry M. Reed II
IMO: James R. Thompson

US Mission to the European Union (USEU), 40 Blvd. du Regent, B-1000 Brussels • APO AE 09724, Tel [32] (2) 508-2222, Fax 502-8117, direct in dial: AMB [32] (2) 508-2750; AMB SEC 508-2751; DCM 508-2752; POL 508-2790; ECO 508-2780; PAO 508-2774; FAS 508-2760; CUS 508-2770; TRADE 508-2780; LAB 508-2773; COM 508-2746; TREAS 508-2668; NAS 508-2667; AID 508-2636; SCI TECH AFF 508-2781; APHIS 508-2762; ADM 508-2665; COM Fax 513-1228

AMB:	Stuart E. Eizenstat
AMB SEC:	Carolyn W. Keene
DCM:	Earl Anthony Wayne
POL:	G. Jonathan Greenwald
ADM:	Gail Roberts
ECO:	Charles P. Ries
COM:	Steven C. Arlinghaus
PAO:	Stephen M. Dubrow
SCI/TECH AFF:	Stephen V. Noble
CUS:	Robert Mall
AID:	John J. Cloutier
TRADE POL OFF:	Bennett M. Harman
TREAS:	Gregory J. Berger
NAS:	Brian R. Stickney
AGR:	George J. Pope
APHIS:	Alejandro B. Thiermann
LAB:	James Glenn

European Logistical Support Office (ELSO - Antwerp), American Embassy Office - European Logistical Support Office (ELSO), Noorderlaan 147, BUS 12A, B-2030 Antwerp • APO AE 09724, Tel [32] (03) 542-4775, Telex 34964, Fax 542-6567

DIR:	Robert A. Sarofeen
DEP DIR:	Robert H. Cooper

SHAPE Belgium, B-7010 • APO NY 09705, Tel (065) 44-4471

POLAD:	Michael Durkee
DEP POLAD:	Ltc. Marc Morgan, USA

BELIZE

Belize City (E), Gabourel Lane and Hutson St. • P.O. Box 286, Unit 7401, APO AA 34025, Tel [501] (2) 77161 thru 63, Fax 30802; ADM Fax 35321; ODA Fax 32795; DEA Fax 33856; PC Fax 303451; VOA [501] (7) 22127; MLO Tel 25-2009/2019, Fax 25-2553; USAID Tel 31067, Fax 30215

AMB:	George C. Bruno
AMB SEC:	Victoria L. Connerley
DCM:	Frank Parker
POL:	John A. Connerley
ECO/COM:	Valerie Belon

12 BELIZE-BERMUDA

CON:	Ann V. Gordon
ADM:	Jesse I. Coronado
RSO:	Kenneth E. Sykes (resident in Guatemala City)
IPO:	Michael E. Lamberg
VOA:	Gaines R. Johnson
ODA:	Col. Gerald K. Fennell, USAF (resident in Tegucigalpa)
MLO:	Ltc. Olin E. Doss, USA
PC:	Mattie M. Roter (co-director) Sandy N. Roter (co-director)
DEA:	Ruth Higgs
AGR:	Grant A. Pettrie (resident in Guatemala City)
FAA:	Celio Young (resident in Miami)
IRS:	Daniel R. Dietz (resident in Mexico City)

BENIN

Cotonou (E), Rue Caporal Bernard Anani, B.P. 2012,
Tel [229] 30-06-50, 30-05-13, 30-17-92, Fax 30-14-39
and 30-19-74, workweek: Monday through Friday

AMB:	John M. Yates
AMB SEC:	Sheila Dumas
DCM/POL/ECO:	Alan R. Tousignant
CON:	Ellen B. Thorburn
ADM:	Terrence K. Wong
RSO:	Charles Hartley (resident in Lome)
CPO:	Donald J. Connolly
PAO:	Anthony Hutchinson
IMO/IPO:	Donald J. Connolly
AID:	Thomas Park
ODA:	Col. Jerry (Gerald) Saltness, USA (resident in Abidjan)
FAA:	Ronald L. Montgomery (resident in Dakar)
IRS:	Frederick Pablo (resident in Paris)

BERMUDA

Hamilton (CG), Crown Hill, 16 Middle Road,
Devonshire • P.O. Box HM325, Hamilton HMBX,
Bermuda, or AmConGen Hamilton, Department of State,
Wash., DC 20521-5300, Tel (441) 295-1342, Fax 295-
1592

CG:	Robert A. Farmer
POL/ADM:	Bruce Berton

CON:	Edmund R. Leather
INS:	Edward R. Moore
IRS:	Daniel Dietz (resident in Mexico City)
RSO:	Michael Considine (resident in Ottawa)
CUS:	Robert Colbert
APHIS:	Alexis Agostini
LAB:	Ollie P. Anderson, Jr. (resident in Washington, D.C.)
NASA:	Steven Stompf

BOLIVIA

La Paz (E), Ave. Arce No. 2780 • P.O. Box 425, La Paz, Bolivia, APO AA 34032, Tel [591] (2) 430251, Fax 433900; Direct lines: AMB (591) (2) 432524; DCM 431340; POST 1 432540; DEA 431481; CONS 433758, CON Fax 433854; USIS Tel. 432621; USAID Tel 786355, 786544, 786147, Fax 782325

AMB:	Curtis Warren Kamman
AMB SEC:	Karen Smith Ruiz
DCM:	Robert C. Perry
POL:	Stephen G. Wesche
ECO/COM:	Paul B. Larsen
CON:	Jeanne L. Schulz
ADM:	Rosil A. Nesberg
RSO:	Mark C. Boyette
PAO:	Phillip Parkerson
IPO:	Eileen J. Nesberg
IMO/ISM:	Judith Chidester
ISM:	Joseph Smith
AID:	Frank Almaguer
ODA:	Col. Gregory H. Landers, USAF
MILGP:	Col. Roger D. Slaughter, USA
PC:	Maryann Minutillo
AGR:	Daryl Brehm (resident in Lima)
FAA:	Santiago Garcia (resident in Rio de Janeiro)
FAA/CASLO:	Larry Bruce (resident in Buenos Aires)
FAA/FSIDO:	Tony Kijek (resident in Miami)
LAB:	Kenneth C. Keller
IAGS:	John Tomasovich
DEA:	William E. Ledwith
ICITAP:	Lawrence De Coste (Acting)
NAS:	J. Richard Baca
DCMCI:	Donald L. Wade

14 BOLIVIA-BOTSWANA

IRS: Fred Dulas
(resident in Santiago)

Cochabamba (CA), Avenida Libertador Bolivar
1724; Tel. [591] (2) 42-43216

CA: William Scarborough

Santa Cruz (CA), 313 Calle Ballivian, Esq. con
Chuquisaca; Tel. 03-33-0725/32554

CA: Marilyn J. McKenney

BOSNIA-HERZEGOVINA

Sarajevo (E), 43 Ul. Dure Dakovica, Tel [387] (71)
445-700, 667-391, 667-389, 667-743, 667-390, 659-969,
659-992; Fax [387] (71) 659-722

AMB: John K. Menzies
DCM: Michael E. Parmly
ADM: Rosemary E. Hansen
POL: Fletcher M. Burton
RSO: George G. Lambert
POL/ECO: Karen B. Decker
REF AFF: Andrew Erickson
IPO: Dustin W. Lumley
PAO: Charles Barclay
ODA: Ltc. Charles F. Rey
CON: Hilarion A. Martinez
FAA: Steven B. Wallace
(resident in Rome)
AGR: William Huth
(resident in Sofia)
COM: Patrick Hughes
IRS: Larry J. LeGrand
(resident in Rome)

BOTSWANA

Gaborone (E), P.O. Box 90, Tel [267] 353-982,
Fax 356-947, afterhours Tel 357-111

AMB: Robert Krueger
AMB SEC: Frances C. Wickes
DCM: Gillian M. Milovanovic
POL/ECO: Kelly C. Degnan
POL/MIL: Stacey K. Kazacos
CON/COM: Stuart E. Patt
ADM: Brent E. Blaschke
RSO: Earl R. Miller
PAO: Steven M. Lauterbach
IPO: Craig W. Specht
AID: Valerie Dickson-Horton
AGR: Besa L. Kotati
(resident in Pretoria)

FAA: Ronald L. Montgomery
 (resident in Dakar)
 LAB: John S. Sequeira
 (resident in Johannesburg)
 ODC: Ltc. James O. Smaugh, USA
 ODA: Ltc. Grant Charles Hayes
 (resident in Harare)
 VOA: Terence Donovan
 IRS: Stanley Beesley
 (resident in London)

BRAZIL

Brasilia (E), Avenida das Nacoes, Lote 3 • Unit 3500,
 APO AA 34030, Tel [55] (61) 321-7272, Fax 225-9136
 (State); COM Fax 225-9136; USIS Fax 321-2833, Telex
 1091 and 61-2318

AMB: Melvyn Levitsky
 AMB SEC: Betty Taylor
 DCM: Lacy Wright, Jr.
 POL: Theodore Wilkinson III
 ECO: Paul H. Wackerbarth
 COM: Americo Tadeu
 CON: Layton Russell
 ADM: Robert D. Austin, Jr.
 RSO: John C. Murphy
 PAO: Carl Howard
 IMO: Michael Buccellato
 SCI: Xenia V. Wilkinson
 ISM: Thomas Smith
 AID: Edward Kadunc
 ODA: Col. Layton G. Dunbar, USA
 MLO: Col. James Bjork, USAF
 AGR: Shackford Pitcher
 NAS: Arthur Muirhead
 FAA: Santiago Garcia
 (resident in Rio de Janeiro)

Rio de Janeiro (CG), Avenida Presidente Wilson, 147
 Castelo, Rio de Janeiro-RJ 20030-020 • Unit 3501,
 APO AA 34030, Tel [55] (21) 292-7117, Fax 220-0439;
 USIS Fax 262-1820, USIS Telex 22831, Fax 262-5131

CG: James M. Derham
 ECO/POL: Robert Taylor
 COM: Dar-Jalane Pribyl
 CON: Edwin R. Beffel
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AGR: Shackford Pitcher
(resident in Brasilia)
LAB: Patrick Del Vecchio
(resident in Sao Paulo)
FAA: Santiago Garcia
VOA: George D. Meek
LOC: Pamela Howard-Reguindin

Sao Paulo (CG), Rua Padre Joao Manoel, 933,
01411001 • P.O. Box 8063, APO AA 34030, Tel [55]
(11) 881-6511, Fax 852-5154; USIS Telex 31574, Fax
852-1395

CG: Melissa Wells
DPO/ECO: Gilbert J. Donahue
POL: Bruce Williamson
CON: Linda L. Donahue
COM: Miguel Pardo De Zela
ADM: Stephen Hogard
RSO: Michael K. Brown
BPAO: L. W. Koengeter
IPO: Jeffrey Eckert
AGR: Robert K. Hoff
LAB: Patrick Del Vecchio
IRS: Frederick Dulas
(resident in Santiago)

Commercial Office (Trade Center), Rua Estados
Unidos, 1812, Sao Paulo, S.P. 01427-002, Tel [55] (11)
853-2011/2411/2728, Fax 853-2744, Telex 011-25274

COM: Miguel Pardo De Zela

Porto Alegre (C), Rua Coronel Genuino, 421 (9th Fl.) •
Unit 3504, APO AA 34030, Tel [55] (51) 226-4288,
226-4177, 211-1666, Fax 221-2213; USIS Telex 2292,
Fax 221-6212

PO: Thomas Scaletta (Acting)
CON: (Vacant)

Recife (C), Rua Goncalves Maia, 163 • APO AA
34030, Tel [55] (81) 421-2441 or 5644, Emergency Tel
421-3551, Fax 231-1906; USIS Tel [55] 81-421-3551,
Fax 421-5535

PO: Earl Irving
CON: Kellie Ann Meiman
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Rua Fernades Tourinho 147-14th Fl., 302112-000, Belo
Horizonte MG, Tel. [55] (31) 281-7271, Fax 281-6551

COM: R. Larry Farris

Belem (CA), Rua Oswaldo Cruz 165 66, 017-090
 Belem, Para, Brazil, Tel 55-91-223-0800/0413, Fax
 091-223-0413, Telex 91-1092

CA: Christine Serrao

Fortaleza (CA), Instituto Brasil-Estados Unidos, Rua
 Nogueira Acioly, 891, Aldeota, Fortaleza, Brazil; Tel
 [55] (85) 221-1539, Fax 252-1561

CA: Marilyn Nations

Manaus (CA), Rua Recife 1010, 67, 057, Amazonas,
 Brazil, Tel [55] (92) 234-4546, Fax (92) 234-4546

CA: James R. Fish

Salvador da Bahia (CA), Av. Antonio Carlos
 Magalhaes S/N-Ed. Cidadella Center 1, Sala 410, 40,
 275-440 Salvador, Bahia, Brazil, Tel [55] 071-358-
 9166, Telex 712780, Fax 071-351-0717

CA: Heather M. Marques

BRUNEI

Bandar Seri Begawan (E), Third Floor - Teck Guan
 Plaza, Jalan Sultan • AMEMB Box B, APO AP 96440,
 Tel [673] (2) 229-670, Telex BU 2609 AMEMB, Fax
 225-293

AMB:	Glen R. Rase
AMB SEC:	Sheryl L. Strance
DCM:	William H. Moore
ADM/CON:	Naomi Edwards
IPO/GSO:	Joseph E. Davenport
RSO:	James Ferguson (resident in Kuala Lumpur)
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AGR:	Dale Good (resident in Singapore)
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FAA:	Eugene Hamory (resident in Singapore)
FAA/FSIDO:	Dennis Wilham (resident in Singapore)

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(resident in Singapore)
IRS: Shirley Sherwood
(resident in Singapore)
PAO: Julie G. Connor
(resident in
Kuala Lumpur)
BFO: Warren Gardner
(resident in
Kuala Lumpur)

BULGARIA

Sofia (E), 1 Saborna St. • Unit 1335, APO AE 09213-1335, Tel [359] (2) 980-5241 thru 48, Fax 981-8977; CON Fax 963-2859; ADMIN 963-0086; COM Fax 981-6568; FAS Fax 981-6568; AID Fax 951-5070; GSO Fax 963-0086; USIS Fax 980-3646; PC Fax 943-3836

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FAA: Steven B. Wallace
(resident in Rome)
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(resident in Rome)
PC: Kenneth Hill

BURKINA FASO

Ouagadougou (E), 01 B.P. 35, Tel [226] 30-67-23 thru 25, afterhours Tel 31-26-60 and 31-27-07, Telex AMEMB 5290 BF, Fax (226) 30-38-90; ADM Fax (226) 31-23-68; USAID Fax 30-89-03

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DCM/CON: John M. Jones
POL/ECO/
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PAO: Virgil D. Bodeen
IPO: Charles H. Adams

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ODA:	Col. Gerald Saltness, USA (resident in Abidjan)
FAA:	Ronald L. Montgomery (resident in Dakar)
LAB:	Jay T. Smith (resident in Washington, D.C.)
ISM:	Catherine Volpe (resident in Abidjan)
RETO:	Melvia Hasman (resident in Dakar)
IRS:	Frederick D. Pablo (resident in Paris)

BURMA

Rangoon (E), 581 Merchant St. (GPO 521) • Box B, APO AP 96546, Tel [95] (1) 282055, 282181, Telex (803) 21230 AMBYGN BM, Fax 280409

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DCM:	Marilyn A. Meyers
AMB SEC:	James P. Bryant
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E/C:	Richard Patard
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FAA:	David L. Knudson (resident in Singapore)
IRS:	Shirley Sherwood (resident in Singapore)

BURUNDI

Bujumbura (E), B.P. 1720, Avenue des Etats-Unis, Tel [257] 22-34-54, Fax 22-29-26; AID Tel 22-59-51, Fax 22-29-86

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ECO/COM/CON:	Charles M. Randolph
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FAA: Ronald L. Montgomery
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AID: Myron Golden
ODA: Ltc. James M. Cobb, Jr., USA
(resident in Yaounde)
RETO: Melvia Hasman
(resident in Dakar)
IRS: Frederick Pablo
(resident in Paris)

CAMBODIA

Phnom Penh (E), 27 EO Street 240 • Box P, APO AP 96546, Tel (855) 23-426-436 or 426438, Fax 234-26437

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AMB SEC: Nancy L. Graham
DCM: Robert C. Porter, Jr.
POL: Michael H. Smith
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ADM: Robert W. Pons
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CINCPACREP: Ltc. Barry Shapiro
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CAMEROON

Yaounde (E), Rue Nachtigal, B.P. 817, Tel (237) 23-40-14, and (237) 23-05-12 • Pouch American Embassy
DOS Wash, DC 20521-2520, Telex 8223 KN, Fax 23-07-53

AMB: Charles H. Twining
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ISM:	Robert L. Olson
ODA:	Ltc. James M. Cobb, USA
FAA:	Ronald L. Montgomery (resident in Dakar)
IRS:	Frederick D. Pablo (resident in Paris)

CANADA

Ottawa, Ontario (E), 100 Wellington St., K1P 5T1 •
P.O. Box 5000, Ogdensburg, NY 13669-0430, Tel (613)
238-5335 or 238-4470, Fax 238-5720; COM Fax 233-
8511

AMB:	(Vacant)
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CHG:	James Donald Walsh
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COM:	Dale V. Slaght
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LAB:	John H. Miller
CUS:	Richard Mercier
IRS:	Patricia Fong

Calgary, Alberta (CG), Suite 1050, 615 Macleod
Trail, S.E., Calgary, Alberta, Canada T2G 4T8, Tel
(403) 266-8962, Fax 264-6630; COM Fax 264-6630

CG:	Richard V. Fisher
CON:	Celio F. Sandate
ADM:	Deirdre Warner

Halifax, Nova Scotia (CG), Suite 910, Cogswell
Tower, Scotia Sq., Halifax, NS, Canada B3J 3K1, Tel
(902) 429-2480, Fax 423-6861; COM Fax 423-6861

CG:	R. Bruce Ehrnman
CON:	Laurence E. Tobey
COM:	(Vacant)

22 CANADA

Montreal, Quebec (CG), P.O. Box 65, Postal Station Desjardins, H5B 1G1 • P.O. Box 847, Champlain, NY 12919-0847, Tel (514) 398-9695, Fax 398-0973, 398-0711

CG:	Eleanor W. Savage
ECO:	Richard G. Johnson
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US Mission to the International Civil Aviation Organization (ICAO), Suite 14.10, 999 University St., Montreal, Quebec, Canada H3C-5J9, Tel (514) 954-8304, Fax 954-8021

US REP:	Carol J. Carmody
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Toronto, Ontario (CG), 360 University Ave., M5G 1S4 • P.O. Box 135, Lewiston, NY 14092-0135, Tel (416) 595-1700, Fax 595-0051; CON Fax 595-5466

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COM:	Jere Dabbs
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61-56-16, Fax 61-13-55

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ADM:	Lisa Gamble Barker
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RCON:	Thomas E. Cairns (resident in Dakar)

CENTRAL AFRICAN REPUBLIC

Bangui (E), Avenue David Dacko, B.P. 924,
Tel [236] 61-02-00, 61-02-10, 61-25-78,
Telex 5287 RC, Fax 44-94

AMB:	Mosina H. Jordan
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DCM:	June Carter Perry
ECO/CON:	(Vacant)
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FAA:	Ronald L. Montgomery (resident in Dakar)
IRS:	Frederick D. Pablo (resident in Paris)

CHAD

N'Djamena (E), Ave. Felix Eboue, B.P. 413, Tel [235] (51) 70-09, 51-90-52, 51-92-33, Telex 5203 KD, Fax 51-56-54, or 56-54; Direct system dialing via system 85 in Dept: AMB 924-2002, DCM 924-2112; POL 924-2372; RSO 924-2342; IPC 924-2122, Fax 924-2302

AMB:	David C. Halsted
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DCM:	(Vacant)
POL/ECO/CON:	David K. Brown
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ODA:	Maj. Roland (Spence) Lane, USA
FAA:	Ronald L. Montgomery (resident in Dakar)
IRS:	Frederick Pablo (resident in Paris)
SAO:	Capt. Candido Mendes, USAF

CHILE

Santiago (E), Av. Andres Bello 2800, APO AA 34033, Tel [56] (2) 232-2600, Fax 330-3710; COM Fax 330-3172; AID Fax 638-0931; AGR Fax 56-2-330-3203; FBO Fax 233-4108; CON 56-2-330-3710

AMB:	Gabriel Guerra-Mondragon
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FAA:	Santiago Garcia (res. in Rio de Janeiro)

CHINA*

Beijing (E), Xiu Shui Bei Jie 3, 100600 • PSC 461, Box 50, FPO AP 96521-0002, Tel [86] (10) 6532-3831; ADMIN 6532-3431; COM 6532-6924-27, Telex AMEMB CN 22701; EXEC/ECON Fax 6532-6422; POL/ES&T/RSO Fax 6532-6423; ESO/MSG Fax 6532-6421; GSO Fax 6532-6057; Health Unit Fax 6532-6424; AGR Fax 6532-2962; FAA Fax 6595-8094; USIS Fax 6532-2039; ACEE Fax 6501-5247; CON Fax 6532-3178; COM Fax 6532-3297; ADM/Travel Fax 6532-2483; APHIS FAX (86) (10) 6505-4574; APHIS: 12-21 China World Trade Ctr., No. 1 Jianguomenwai Ave., Beijing; American Center for Education Exchange (ACEE), Jing Guang Center, Tel 6501-5247; Federal Aviation Administration (FAA); Jianguo Hotel, Rooms 128-130, No. 5 Jianguo Street, Tel 6595-8093; use 6532-3831 to reach the following offices: AMB, DCM, POL, ECON, RSO, ESO, ES&T, RIMC, NCOIC MSG, CUSTOMS, DAO; use 6532-3431 to reach ADMIN, PER, GSO, B&F, CONS, AGR; and use 6532-1161 for USIS and MED

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Guangzhou (CG), No. 1 Shamian Street South, Guangzhou 510133, Pouch address: U.S. Dept. of State, Wash, DC 20521-4090 • PSC 461, Box 100, FPO AP 96521-0002, Tel [86] (20) 8188-8911, Fax 8186-2341; COM Tel 8667-4011, Fax 8666-6409; AGR Tel 8667-7553, Fax 8666-0703; USIS Tel 8335-4269, Fax 335-4764; American School of Guangzhou: Tel 8758-0001, Fax 8758-0002

CG: Philip T. Lincoln, Jr.

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ECO/POL:	Howard Krawitz
POL:	Theodore Lyng
ECO:	Jeffery Zaiser
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CON:	Steven Coffman
ADM:	J. Christopher Laycook
RSO:	Brent A. Barker (resident in Shanghai)
GSO:	Ken Youngblood
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IPO:	Kanikar Daly
ATO:	Ralph Gifford

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CG:	Joseph J. Borich
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ECO:	Robert S. Wang
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GSO:	Alexander C. Fleming
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IPO:	Robert A. Smith
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Shenyang (CG), 52, 14th Wei Road, Heping District, 110003 • PSC 461, Box 45, FPO AP 96521-0002, Tel [86] (24) 322-1198, Fax 322-2374; USIS Fax 322-1505; FCS Fax 322-2206

CG:	Karl E. Wycoff
ECO:	Frank R. Adams
COM:	(Vacant)
CON:	Rex-Marc Patterson
POL:	Kathleen S. Sheehan
ADM:	Rosalyn H. Anderson
BPAO:	Lisa C. Kennedy
IPO:	Daniel E. Aguayo

Chengdu (CG), 4 Lingshiguan Road, Chengdu 610041, Sichuan • PSC 461, Box 85, FPO AP 96521-0002, Tel [86] (28) 558-3992, 558-9642, Fax 558-3520, Telex 60128 ACGCH CH; USIS Fax 558-3792; COM Fax 558-9221

CG:	Cornelius M. Keur
POL/ECO:	Samuel C. Laeuchli
CON/POL:	Stephnie Kronenburg
ADM:	James Leaf
FMS:	John Moore
BPAO:	Scott Weinhold

COLOMBIA

Bogota (E), Calle 22D-BIS, No. 47-51, Apartado Aereo 3831, • APO AA 34038, Tel [57] (1) 315-0811, Fax 315-2197; CON Tel. 315-1566; COM Fax 285-7945; post has E-mail and Internet

AMB:	Myles R. R. Frechette
AMB SEC:	Sheila M. Mullen
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POL/ECON:	Joseph N. McBride
ECO:	John L. Pitts
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AID:	Lawrence J. Klassen
ODA:	Col. William C. Spracher, USA
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AGR:	(Vacant)
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LAB:	William L. Lofstrom
NAS:	Victor A. Abeyta
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IPO:	David J. Wagner

COMOROS - See MAURITIUS

REPUBLIC OF THE CONGO

Brazzaville (E), Avenue Amilcar Cabral, B.P. 1015, Tel (242) 83-20-70, Telex 5367 KG, Fax 83-63-38

AMB:	Aubrey Hooks
DCM:	Frances T. Jones
CON:	William S. Rowland
ECO:	Ava Rogers

28 CONGO-COTE D'IVOIRE

ODA:	(Vacant)
ADM:	Mary Gudjonsson
RSO:	Laviris Stubblefield
PAO:	Thomas J. Dougherty
IPO:	Thomas Rebarick
FAA:	Ronald L. Montgomery (resident in Dakar)
IRS:	Frederick D. Pablo (resident in Paris)

COSTA RICA

San Jose (E), Pavas, San Jose • APO AA 34020,
Tel (506) 220-3939; AMB 220-2303; DCM 220-2304,
afterhours Tel 220-3127, Fax 220-2305; COM Fax 231-
4783

AMB:	Peter Jon de Vos
AMB SEC:	Rosalie Natrop
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IRS:	Daniel R. Dietz (resident in Mexico City)

COTE D'IVOIRE

(formerly Ivory Coast)

Abidjan (E), 5 Rue Jesse Owens, 01 B.P. 1712,
Tel (225) 21-09-79, Telex 23660, Fax 22-32-59

AMB:	Lannon Walker
AMB SEC:	Brigitte Jeffroy
DCM:	Peter R. Reams
POL:	Michele Sison
ECO:	Kenneth H. Kolb
COM:	Frederick Gaynor
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IPO:	Tom L. Snow
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IMO:	Jim Rubino
AID/REDSO:	Willard Pearson
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AGR:	Jonathan Gressel
FAA:	Ronald L. Montgomery (resident in Dakar)
IRS:	Frederick D. Pablo (resident in Paris)

African Development Bank/Fund, Ave., Joseph Anoma, 01 B.P. 1387 Abidjan 01, Tel (225) 20-40-15, Fax 33-14-34; COM Tel 21-46-16, Fax 22-24-37

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COM:	Margaret Hanson-Muse

CROATIA

Zagreb (E), Andrije Hebranga 2 • Unit 1345, APO AE 09213-1345, Tel [385] (1) 455-55-00, afterhours Tel 455-52-81; ADM Fax 455-8585; USIS Fax 440-235; COM Fax 455-3126; CON Fax 455-0774; AID Fax 424-413

AMB:	Peter W. Galbraith
AMB SEC:	Terri Lee Baker
DCM:	Robert P. J. Finn
CON:	Bennett Y. Lowenthal
REF COORD:	John F. Belz
POL/ECO:	Roderick W. Moore
RSO:	William G. Root
COM:	Damjam Bencic
ADM:	Ronna S. Pazdral
PAO:	Douglas Davidson
CPO:	Ronald Grider
AID:	Charles Aanenson
ODA:	Ltc. John Sadler, USA
AGR:	Allan Mustard (resident in Vienna)
FAA:	Steven B. Wallace (resident in Rome)
IRS:	Larry J. LeGrand (resident in Rome)

CUBA

Havana (USINT), Swiss Embassy, Calzada between L and M Sts., Vedado, Havana, USINT Tel [53] (7) 33-3551/9, 33-3543/5, Fax 33-3700; Refugee inquiries telephone numbers 33-3546/7, afterhours Marine Post 1 33-3026; USIS Direct Line 33-3967, Fax 33-3869; FBO Direct Line: 33-4096/97, Fax 33-3975; INS switchboard 33-4511/33-3586, Fax 33-4512

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FBO:	James C. McQueen
LAB:	John W. Zerolis
INS (OIC):	Bennie Aguirre

CYPRUS

Nicosia (E), Metochiou and Ploutarchou Streets, Engomi, Nicosia, Cyprus • P.O. Box 4536, FPO AE 09836, Tel [357] (2) 476100, afterhours Tel 476-934, Telex 4160 AMEMY CY, Fax 465944; CON Fax 465604; USIS Tel 473143, Fax 454003

AMB:	Kenneth C. Brill
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DCM:	Deborah E. Graze
POL:	John Koenig
ECO/COM:	Patricia Nelson-Douvelis
CON:	William R. Carlson
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PAO:	Judith Baroody
IMO:	Susan Armbruster
ODA:	Ltc. David N. Fetter, USA
AGR:	Paul Hoffman (resident in Athens)
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IRS:	Larry J. LeGrand (resident in Rome)

CZECH REPUBLIC

Prague (E), (Int'l) Trziste 15, 11801 Prague 1 • Unit 1330, APO AE 09213-1330, Tel [42] (2) 2451-0847; COM Tel 2421-9844 or 2421-9846/7, afterhours Marine Post 1 Tel 531-200, Fax 2451-1001; ADM Fax 2451-1001; GSO Fax 2451-0742; ECO Fax 531-193; USIS and COM Address: Hybernaska 7A, 117 16 Prague 1, COM Fax 2421-9965; USIS Tel 2423-1085, Fax 2422-0983; AID Fax 2451-0340; ODA Fax 532988

AMB:	Jenonne R. Walker
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DCM:	Michael E. Guest
POL/ECO:	Douglas Hengel
COM:	Kathy Kreiger
CON:	Robert Mustain, Jr.
ADM:	Carlos Perez
RSO:	James Bacigalupo
PAO:	Leonardo Williams
AID:	James Bednar
IMO:	Miyuki Wade
IPC:	(Vacant)
ISM:	Herbert Markowski
ODA:	Col. David E. Potts, USAF
AGR:	Allan Mustard (resident in Vienna)
FAA:	Steven B. Wallace (resident in Rome)
PC:	William Piatt
EST:	Douglas B. McNeal
IBB:	Tadeuz Lipien
IRS:	Margaret Lullo (resident in Bonn)

DENMARK

Copenhagen (E), Dag Hammarskjolds Alle 24, 2100 Copenhagen • PSC 73, APO AE 09716, Tel [45] (31) 42-31-44, afterhours Tel (35) 42-92-70, Fax [45] (35) 43-02-23; POL/ECON & EST (31) 42-80-75; ADMIN Fax (35) 26-61-11; Telex 22216 AMEMB DK; USIS Fax (31) 42-72-73; AGR Fax (35) 43-02-78; USAF Fax (35) 26-51-08; COM Fax (31) 42-01-75

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LAB:	Pete K. Ito
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FBI:	John E. Guido (resident in London)

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Djibouti (E), Plateau du Serpent, Blvd. Marechal Joffre, B.P. 185, Tel [253] 35-39-95, Fax 35-39-40, afterhours 35-13-43

AMB:	(Vacant)
AMB SEC:	Donna Linchangco
CHG:	Terri Robl
POL/ECO/CON:	Joel Maybury
ADM:	Rowena Cross-Najafi
RSO/GSO:	Laurie Darlow
IPO:	Patrick McCumber
USLO:	Maj. Gregory Furbish
ODA:	Ltc. Teddy R. Seel (resident in Sanaa)
FAA:	(Vacant) (resident in Riyadh)
LAB:	C. Steven McGann (resident in Nairobi)
IRS:	Frederick Pablo (resident in Paris)

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Santo Domingo (E), corner of Calle Cesar Nicolas Penson & Calle Leopoldo Navarro • Unit 5500, APO AA 34041, Tel (809) 221-2171, 221-8100 (afterhours), Vice 541-2171 or 541-8100, or 54-18100, Telex 3460013, Fax 686-7437; COM Fax 688-4838; CON Fax 685-6959; AGR Fax 685-4743; USAID Fax 221-0444; USIS Fax 541-1828

AMB:	Donna Jean Hrinak
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PAO:	Cesar Beltran
IPO:	Donald P. Clayton
IMO:	Jerry D. Helmick

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MAAG:	Ltc. Timothy O'Hagan, USAF
INS:	Maria Aran
AGR:	Susan Schayes
APHIS:	Osvaldo Perez-Ramos
FAA:	Celio Young (resident in Miami)
IRS:	Daniel Dietz (resident in Mexico City)

Puerto Plata (CA), Calle Beller 51, 2d fl., Office #6; Tel. (809) 586-4204

CA:	William G. Kirkman
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ECUADOR

Quito (E), Avenida 12 de Octubre y Avenida Patria •
APO AA 34039, Tel [593] (2) 562-890, afterhours 561-749 or 234-126, voice mail 561-624, Fax 502-052; COM Fax 504-550

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DCM:	J. Curt Struble
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COM:	Janice Corbett
CON:	Alfred Gonzales
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CON:	Norman Alexander
ADM:	Ola Criss
IPO:	John A. Montague

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EGYPT (ARAB REPUBLIC OF)

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DCM:	Vincent Battle
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ECO:	Janet Sanderson
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FAA:	Steven B. Wallace (resident in Rome)
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BPAO:	Katherine Van De Vate
COM:	(Vacant)

EL SALVADOR

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AMB SEC:	Susan Dawson
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POL:	Gregory B. Sprow
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LAB:	Simon Henshaw
IRS:	Daniel R. Dietz (resident in Mexico City)

ERITREA

Asmara (E), Franklin D. Roosevelt St. • P.O. Box 211,
Asmara, Eritrea, Tel [291] (1) 120004, Fax 127584;
USAID Tel 121895, Fax 123093; PEACE CORPS Tel
126354, Fax 122870; ODA/SAO Tel 126381,
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AMB:	John F. Hicks, Sr.
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DCM:	Susan E. Keogh-Fisher
CON:	Ronald S. Robinson
ADM:	Michael S. Hoza
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ODA:	Col. James T. Lewis, USA (resident in Addis Ababa)
RSO:	Wesley A. Weller (resident in Addis Ababa)
FAA:	Ronald L. Montgomery (resident in Dakar)
IRS:	Stanley Beesley (resident in London)

ESTONIA

Tallinn (E), Kentmanni 20, EE 0001, Tel [372] (6) 312-021, Cellular Tel 5-092-129, Fax 312-025, direct-in-dialing: EXEC 6-312-030; ADM 027; CON 100; IPO 138; USIS 210

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AMB SEC:	Janet M. Leane
DCM/POL:	Imre Lipping
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ECON/COM:	David J. Katz
CON:	Henry Hand
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COM:	Peter Frederick (resident in Stockholm)
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SAO:	Cpt. Richard J. Anderson, USA
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AGR:	Robert Tetro (resident in Stockholm)
EST:	Stephanie Kinney (resident in Copenhagen)
FAA:	Carl Burleson (resident in London)
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ETHIOPIA

Addis Ababa (E), Entoto St. • P.O. Box 1014, Tel [251] (1) 550-666; Telex 21282, Fax 552-191, USIS Tel 550-007, FAX 551-748; USAID Tel 510-088, 610-666, FAX 510-043; PC Tel. 651-887; ADM/GSO Fax 550-774; POL/ECO Fax 550-174

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IPO:	Eley M. Johnson
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RPO:	Jonita I. Whitaker
AID:	Margaret P. Bonner
ORA:	(Vacant)

ODA: Col. James Lewis, USA
 LAB: Steve McGann
 (resident in Nairobi)
 FAA: Ronald L. Montgomery
 (resident in Dakar)
 IRS: Stanley Beesley
 (resident in London)
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FIJI

Suva (E), 31 Loftus St. • P.O. Box 218, Tel [679] 314-466, Fax 300-081; Exec. Off. Fax 303-872; USIS Fax 305-106

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 POL: Ellen L. Cosgrove
 CON: Ernestine Wilson
 ADM: Dennis A. Droney
 RSO: John Henry Kaufmann
 (resident in Canberra)
 IPO: Alan R. Haydt
 ODA: Ltc. Richard W. Levan, USMC
 FAA: Steve Earnest
 (resident in Sydney)
 IRS: Vivian L. Simon
 (resident in Sydney)

FINLAND

Helsinki (E), Itainen Puistotie 14A, FIN-00140 • APO AE 09723, Tel [358] (0) 171931, Telex 121644 USEMB SF, Fax 174681; COM Fax 635332; URSA 379359

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 DCM: Arma Jane Karaer
 POL: Richard DeVillafranca
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 ODA: Michail C. Sheen, USAF
 AGR: Robert C. Tetro
 (resident in Stockholm)
 FAA: Carl Burleson
 (resident in London)
 LAB: Kevin M. Johnson

IRS: Stanley Beesley
(resident in London)
URSA: Johanna E. Schoeppl

FRANCE

Paris (E), 2 Avenue Gabriel, 75382 Paris Cedex 08 • PSC 116, APO AE 09777, Tel [33] (1) 43-12-22-22, Telex 285319 and 285221 AMEMB, Fax 4266-9783; AMB/AMB SEC 42-12-27-00; DCM 43-12-28-00; POL 43-12-27-83; ECO 43-12-26-54; COM 43-12-23-83, Fax 42-66-48-27; CON 43-12-47-08; ADM 43-12-20-09; RSO 43-12-21-19; RAMC 43-12-70-54; PAO 43-12-48-98; IMO 43-12-21-41; EST 43-12-25-63; ODA 43-12-21-33; ODC 43-12-46-95; AGR 43-12-22-77; LAB 43-12-23-93; CUS 43-12-73-55; FAA 43-12-22-25; FAA/CASLO 43-12-26-29; FIN 43-12-24-46; IRS 43-12-45-60; USTTA 43-12-27-70

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AMB: David L. Aaron
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ECO/FIN: James G. Wallar
ECO/SOC: William A. Weingarten
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 SEC/DEL/PAO: Pamela L. Spratlen

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OBSERVER: William W. McIlhenny IV

Marseille (CG), 12 Boulevard Paul Peytral, 13286 Marseille Cedex 6, Paris Embassy (MAR) • PSC 116, APO AE 09777, Tel [33] (91) 5492-00, Telex 430597, Fax 55-09-47; COM Fax 550-947

CG: Jackson C. McDonald
 DPO: Hazel Robinson Boone
 CON: Barbara Hibben
 NCIS: Geoffrey Yeowell
 COM: (Vacant)

Strasbourg (CG), 15 Ave. D'Alsace, 67082 Strasbourg CEDEX • PSC 116, APO AE 09777, Tel [33] (88) 35-31-04, Fax 24-06-95, Telex 870907 AMERCON; COM Fax 24-0695

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US Commercial Office (Lyon), 45, Rue de la Bourse • PSC 116, APO AE 09777, Fax [33] (16) 78-39-14-09
US Commercial Office (Nice), rue du Marechal Joffre, 06000 Nice, Tel [33] (16) 93-88-89-55, or 93-02-30-98, Fax 93-87-07-38

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AMB: Elizabeth Raspolic
 AMB SEC: Donna L. Millet
 DCM: Michael A. Meigs
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 CON: Amber M. Baskette

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ADM:	Frank J. Ledahawsky
GSO:	Pamela J. Mansfield
RSO:	Laviris Stubblefield (resident in Brazzaville)
IPO:	Michael A. Cesena
ODA:	Ltc. William Rasmussen (resident in Kinshasa)
FAA:	Ronald L. Montgomery (resident in Dakar)
IRS:	Frederick D. Pablo (resident in Paris)
FMO:	Marilyn R. Mattke

GAMBIA, The

Banjul (E), Fajara, Kairaba Ave., P.M.B. 19, Banjul,
Tel (220) 392-856, 392-858, 391-970, 391-971, Fax
392-475

AMB:	Gerald W. Scott
AMB SEC:	Joyce Wood
DCM/ADM	Douglas Rohn
POL/ECO/CON:	Kimberly Kelly
RCON:	Thomas E. Cairns (resident in Dakar)
GSO:	Patrick D. Fenning
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IPO:	James Miles
AID:	Gary Cohen
ODA:	Ltc. Paul S. Cariker, USMC (resident in Dakar)
LAB:	Jay T. Smith (resident in Washington, D.C.)
FAA:	Ronald L. Montgomery (resident in Dakar)
ISM:	Terry Williamson (resident in Dakar)
IRS:	Frederick D. Pablo (resident in Paris)

GEORGIA

Tbilisi (E), 25 Atoneli, SWBD 995-32-989-967 or 995-
32-933-803, tie-line Fax 997-0200; Fax 933-759 or 938-
951, telex (64) 212-210

AMB:	William H. Courtney
AMB SEC:	Mary Lee
DCM:	Laurence M. Kerr
POL/ECO:	Molly O'Neal
ADM:	Robert D. Burkette
PAO:	Omie G. Kerr
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FAA:	Dennis B. Cooper (resident in Moscow)
AGR:	Mary Revelt (resident in Moscow)
IRS:	Margaret Lullo (resident in Bonn)

FEDERAL REPUBLIC OF GERMANY

Bonn (E), Deichmanns Aue 29, 53170 Bonn • PSC 117,
APO AE 09080, Tel [49] (228) 3391, Fax 339-2663;
COM Fax 334-649; ATO Tel (40) 341-207, Fax (40)
341-200

CHG:	J. D. Bindenagel
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POL:	Robert D. Johnson
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AGR:	James Grueff
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Berlin (BO), Neustaedtische Kirchstrasse 4-5, 10117
Berlin • PSC 120, Box 1000, APO AE 09265, Tel [49]
(30) 238-5174, Fax 238-6290; COM Fax 2510246; CON
address Clayallee 170, 14169 Berlin • PSC 120, Box
3000, APO AE 09265, Tel 832-9233; CON Fax 831-
4926

CM:	John A. Barcas
POL:	Peter K. Augustine
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RSO:	John J. Beaudry
BPAO:	Josie S. Shumake

42 GERMANY

IMO: Fredrick M. Armand

Dusseldorf (CG), postal address: Kennedydamm 15-17, 40476 Dusseldorf, Tel [49] (211) 47061-0, afterhours [49] (172) 970-2455, Fax [49] (211) 43-14-48; COM Tel 470-6136, Fax 43-14-31

CG: Thomas L. Boam

POL/ECON: Thomas Walsh

COM: Raimond Meerbach

RSO: Steve Kruchko (resident in Bonn)

Frankfurt Am Main (CG), Siesmayerstrasse 21, 60323 Frankfurt • PSC 115, APO AE 09213-0115, Tel [49] (69) 7535-0, Fax 748-938; COM Fax 748-204

CG: Janet S. Andres

POL/ECO: Douglas R. Kramer

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POLAD

CINCUSAREUR: David A. Lange
(resident in Heidelberg)

Hamburg (CG), Alsterufer 27/28, 20354 Hamburg, Tel [49] (40) 41171-0, afterhours Tel (49) (171) 3511269; FBU Fax (49) (40) 41171-222; CON Fax (49) (40) 443004; ADM Fax (49) (40) 417-665; COM Fax (49) (40) 410-6598 ATO Tel (49) (40) 414 607-0, Fax (49) (40) 607-20, USIS address Tesdorpf Strasse 1, 20148 Hamburg, Tel 450-104-0, Fax 444-705

CG: A. Daniel Weygandt

RSO: John J. Beaudry
(resident in Berlin)

POL/ECO: George Frederick

COM: Hans J. Amrhein
 CON/ADM: Cynthia Whittlesey
 BPAO: Lee James Irwin
 ATO: Andrew Burst

Leipzig (CG), Wilhelm-Seyffferth-Strasse 4, 04107
 Leipzig • PSC 120, Box 1000, APO AE 09265,
 Tel [49] (341) 213-840, Fax 213-8417; COM Tel 213-
 8440, Fax 213-8441; USIS Tel 213-8420, Fax 213-8432

CG: Annette L. Veler
 POL/ECO: Shawn P. Crowley
 COM: Merritt T. Cooke
 (resident in Berlin)
 ADM/CON: Alessandra Vidotti (FSN)
 BPAO: Gregory L. Lynch
 RSO: John J. Beaudry
 (resident in Berlin)

Munich (CG), Koeniginstrasse 5, 80539 Muenchen •
 Unit 24718, APO AE 09178, Tel [49] (89) 28880; EXEC
 Section 2888-608, afterhours (49) (171) 815-4805, Fax
 283-047 or 280-2317; CON Fax 280-5163; COM Tel.
 2888-735, Fax 285-261; USIS Tel 552537-0, Fax 553-
 578, JUS/CIV Fax 282-230

CG: Patrick J. Nichols
 POL/ECO: Gregory W. Sandford
 COM: Stephan Helgesen
 CON: Anthony Leggio
 ADM: Jacques Stanitz III
 GSO/PSO: Louis J. Carlucci
 IPO: Louis Escobedo, Jr.
 RSO: Charles P. Bunn
 (resident in Frankfurt)
 BPAO: William H. Graves
 IBB: James M. Lambert

GHANA

Accra (E), Ring Road East • P.O. Box 194, Tel [233]
 (21) 775348, Tel Annex 776601, Fax 776008

AMB: Edward Brynn
 AMB SEC: (Vacant)
 DCM: Jacquelyn O. Briggs
 POL: Geeta Pasi
 ECO/COM: James F. Freund
 CON: Reginald J. McHugh
 ADM: Rosil A. Nesberg
 GSO: Charles Judson Hamblett
 RSO: Christian Schurman
 ODA: Col. Gerald D. Saltness, USA
 (resident in Abidjan)
 SAO: Lori Scott
 PAO: Nicholas Robertson
 IPC: Eileen J. Nesberg

44 GHANA—GRENADA

AID: Barbara Sandoval
PC: Harriet Lancaster
AGR: Fred Kessel
(resident in Lagos)
DEA: Edgar L. Moses
(resident in Lagos)
FAA: Ronald L. Montgomery
(resident in Dakar)
IRS: Frederick D. Pablo
(resident in Paris)

GREECE

Athens (E), 91 Vasilissis Sophias Blvd., 10160 Athens
• PSC 108, APO AE 09842, Tel [30] (1) 721-2951 or
721-8401, afterhours [30] (1) 722-3652, Fax 645-6282;
COM Fax 721-8660; USIS Fax 723-7332

AMB: Thomas M. T. Niles
AMB SEC: Dolores Montoya
DCM: Thomas J. Miller
POL: Robert W. Becker
ECO: Donald E. Booth
COM: Patrick Santillo
CON: Richard Laroche
ADM: Anita S. Booth
RSO: Timothy W. Burchfield, Jr.
PAO: Robert Callahan
IMO: Raymond Norris
DEA: Paul Greensfelder
INS: Evangelia Klapakis
LEGATT: Thomas Knowles
ODA: Col. Michael Burns, USA
ODC: Col. Joseph N. Kruppa, Jr.
AGR: Paul Hoffman
FAA: Steven B. Wallace
(resident in Rome)
IRS: Larry J. LeGrand
(resident in Rome)

Thessaloniki (CG), 59 Leoforos Nikis, GR-546-22
Thessaloniki • PSC 108, Box 37, APO AE 09842,
Tel [30] (31) 242905, Fax 242927, 242915

CG: Miriam Hughes
POL/ECO: David Shuler
BPAO: Valerie Crites

GRENADA

St. George's (E), P.O. Box 54, St. George's, Grenada,
W.I., Tel (809) 444-1173/8, Fax 444-4820

AMB: Jeanette W. Hyde
(resident in Bridgetown)

CHG: Dennis Carter
 POL/ECO: Stephen Snow
 (resident in Bridgetown)
 CON: Philip M. Jones
 (resident in Bridgetown)
 RSO: Tom Barnard
 (resident in Port-of-Spain)
 PAO: Jennifer Clarke
 (resident in Bridgetown)
 ADM: Earl Ferguson
 (resident in Bridgetown)
 AID: Paul Bisek
 (resident in Bridgetown)
 ODA: Ltc. Donald L. Robinson, USA
 (resident in Bridgetown)
 MLO: Cdr. Jesse Dickens, USN
 (resident in Bridgetown)
 RMO: (Vacant)
 (resident in Bridgetown)
 AGR: Larry Senger
 (resident in Caracas)
 LAB: Peggy Zabriskie
 (resident in Bridgetown)
 LEGATT: Thomas Carl
 (resident in Bridgetown)
 FAA: Celio Young
 (resident in Miami)
 IRS: Daniel Dietz
 (resident in Mexico City)

GUATEMALA

Guatemala City (E), 7-01 Avenida de la Reforma,
 Zone 10 • APO AA 34024, Tel [502] (2) 31-15-41,
 Fax 31-88-85; AID Fax 31-11-51; ROCAP Fax 32-04-
 95; COM Fax 31-73-73; direct-in-dial 8-799-0000

AMB: Donald Planty
 AMB SEC: Carol L. Scannel
 DCM: Geraldeen G. Chester
 POL: Donald B. Harrington
 ECO: Jeffrey R. Cunningham
 COM: Brian Brisson
 CON: Charles F. Keil
 ADM: Walter J. Hand
 RSO: Gary M. Gibson
 (resident in Dakar)
 PAO: John D. Hamill
 IMO: Michael J. Kovich
 ISO: Barry R. Peterson
 AID: William S. Rhodes
 ROCAP: Irenemaree Castillo
 ODA: Col. Dennis E. Keller, USA
 MILGP: Col. Joe Haning, USA
 AGR: Grant A. Pettrie

46 GUATEMALA-GUINEA-BISSAU

APHIS:	Farouk Hamdy
NAS:	David C. Becker
IAGS:	Glenn T. Ramsey
PC:	Peter A. Lara
FAA:	Celio Young (resident in Miami)
FAA/CASLO:	Victor Echevarria (resident in Miami)
FAA/FSIDO:	Tony Kijek (resident in Miami)
DEA:	Raul Delgado
LAB:	John A. Cushing (res. in Guat. City)
IRS:	Daniel R. Dietz (resident in Mexico City)

GUINEA

Conakry (E), Rue KA 038, B.P. 603, Tel [224] 41-15-20, 41-15-21, or 41-15-23, Fax 41-15-22; USAID Tel 41-25-02, Fax 41-19-85; PC Tel 41-31-57; Fax 41-31-57 (or via Embassy fax)

AMB:	Tibor P. Nagy, Jr.
AMB SEC:	Bonnie A. Yancheff
DCM:	John W. Limbert
POL:	Janice E. Mastorio-Worth
POL/ECO:	W. Patrick Murphy
ECO/CON:	Atul Keshap
RCON:	Thomas E. Cairns (resident in Dakar)
ADM:	Paul P. Pometto II
RSO:	John F. Rooney
GSO/CON:	James J. Hunter
PAO:	(Vacant)
IPO:	(Vacant)
ODA:	Ltc Paul S. Cariker, USMC (resident in Dakar)
AID:	John B. Flynn
FAA:	Ronald L. Montgomery (resident in Dakar)
LAB:	Frederick B. Cook (resident in Washington, D.C.)
PC:	Jeffrey Page
RETO:	Melva A. Hasman (resident in Dakar)
IRS:	Frederick D. Pablo (resident in Paris)

GUINEA-BISSAU

Bissau (E), Bairro de Penha, Bissau, Guinea-Bissau, C.P. 297, 1067 Codex, Bissau, Guinea-Bissau, Tel [245] 25-2273/6, Fax 2282, Telex 240 Publico Bi; USAID Tel 1809, 20-1810, Fax 20-1808; Peace Corps Tel 25-2127, Fax 25-2132; Medical Unit 25-2133

AMB:	Peggy Blackford
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AMB SEC:	Diann M. Bimmerle
DCM/	
CON/ADM:	Robert L. Fretz
GSO:	Jose Garcia-Frias
POL/ECON:	Brian D. Hunt
RSO:	Gary M. Gibson (resident in Dakar)
IPO:	David C. Bendt
IMS:	Charles L. Peters
IMO:	Terrence K. Williamson (resident in Dakar)
RMO:	Dr. Michael Neemann (resident in Dakar)
ODA:	Ltc. Paul S. Cariker, USMC (resident in Dakar)
AID:	Cheryl A. McCarthy
PC:	Edward Seligman
FAA:	Ronald L. Montgomery (resident in Dakar)
LAB:	Jay T. Smith (resident in Washington, D.C.)
RCON:	Thomas E. Cairns (resident in Dakar)
IRS:	Frederick Pablo (resident in Paris)

GUYANA

Georgetown (E), 99-100 Young and Duke Sts.,
Kingston, Georgetown, Guyana • P.O. Box 10507, Tel
[592] (2) 54900-9 and 57960-9, Fax 58497; USAID Fax
57969; USIS Fax 63636; direct-in-dial: CHG 592-2-
62326; RSO 592-2-73918 IPU 592-2-66491; CON 592-
2-69695; ADM 592-2-73949; P/E 592-2-64309; USAID
592-2-57315/57318/57317, Fax 592-2-57316; PC 592-
2-55072/55073, Fax 592-2-53202

AMB:	(Vacant)
AMB SEC:	Sheila Wilson
CHG:	Hugh Simon
POL:	Raymond L. Brown
ECO/COM:	Chever X. Voltmer
CON:	Rudolph F. Boone
ADM:	Lee Carter
RSO:	John W. Tolly
PAO:	Colleen A. Hoey
CPO:	John M. Benton
AID:	Patrick M. McDuffie
ODA:	Col. Victor J. Bonfiglio, USAF (resident in Caracas)
AGR:	Larry Senger (resident in Caracas)
LEGATT:	Ralph Torres (resident in Caracas)

48 GUYANA-HOLY SEE

FAA: Celio Young (resident in Miami)
FAA/CASLO: Victor H. Echevarria
(resident in Miami)
LAB: Peggy Zabriskie
(resident in Bridgetown)
IRS: Frederick Dulas
(resident in Santiago)
PC: Terence J. Delhanty

HAITI

Port-au-Prince (E), 5 Harry Truman Blvd. • P.O. Box 1761, Tel [509] 22-0354, 22-0368, 22-0200, 22-0612, Fax 509 23-1641; Consulate General: 104, Rue Oswald Durand, Tel. (509) 23-7011, FAX 23-9665; USAID: 17, Harry Truman Blvd, Port-au-Prince, Haiti, Tel: 22-5500, Fax (509) 23-9503

AMB: William Lacy Swing
AMB SEC: Jane Jazynka
DCM: Robert C. Felder
POL: Gene Christy
ECO/COM: John S. Creamer
CON: Charles L. Stephan III
ADM: James Griffin
RSO: Robert Reed
PAO: Mary Helen Gilroy
IMO: Jimmie R. Black
ISM: Roger Snider
AID: Larry Crandall
ODA: Ltc. James L. Dunn, USA
MLO: Cdr. Phillip Heyl
AGR: Susan Schayes
(resident in Santo Domingo)
APHIS: Helena Gomez
DEA: Odis Rousseau
DOJ (ICITAP): Rick Lang
FAA: Celio Young
(resident in Miami)
IRS: Daniel Dietz
(resident in Mexico City)

THE HOLY SEE

Vatican City (E), Villa Domiziana, Via Delle Terme Deciane 26, 00153 Rome, Italy • PSC 59, APO AE 09624, Tel [396] 46741, Fax 575-8346 or 5730-0682

AMB: Raymond L. Flynn
AMB SEC: (Vacant)
DCM: Louis J. Nigro
POL: Todd Robinson
ADM: Philip Skotte
RSO: Stephen H. Jacobs
(resident in Rome)

HONDURAS

Tegucigalpa (E), Avenida La Paz, Apartado Postal No. 3453 • APO AA 34022, Tel [504] 36-9320 or 38-5114, Fax 36-9037; COM Fax 38-2888; USIS Fax 36-9309; USAID Fax 36-7776

AMB:	James F. Creagan
AMB SEC:	Sylvester Satcher
DCM:	Deborah Schwartz
POL:	David Adamson
ECO:	Donald J. McNally
CON:	Gregory T. Frost
ADM:	Alphonso G. Marquis
RSO:	Dale A. Karlen
PAO:	Stedman D. Howard
IMO:	Henry Allison III
ISO:	Elwood B. Riche
AID:	Elena Brineman
ODA:	Col. Gerald K. Fennell
MILGP:	Col. Glenn Weidner, USA
DEA:	Elias L. Lopez
AGR:	Grant Pettrie (resident in Guatemala City)
INS:	Joseph Banda (Acting)
APHIS:	James E. Novy
FAA:	Celio Young (resident in Miami)
FAA/CASLO:	Andre Perez (resident in Miami)
FAA/FSIDO:	Tony Kijek (resident in Miami)
PC:	Arnoldo Resendez
LAB:	Melvin R. Turner
IRS:	Daniel R. Dietz (resident in Mexico City)

HONG KONG

Hong Kong (CG), 26 Garden Rd. • PSC 464, Box 30, FPO AP 96522-0002, Tel [852] 2523-9011; CON Fax 2845-4845; ADM Fax 2845-1598; COM Fax 2845-9800; ATO Address: 18th fl., St. John's Bldg., 33 Garden Rd., Tel 2841-2350, Fax 2845-0943

CG:	Richard A. Boucher
DPO:	Stephen Schlaikjer
ECO/POL:	Douglas G. Spelman
COM:	David Katz
CON:	Robert E. Tynes
ADM:	Robert A. MacCallum
GSO:	Mark H. Jackson
RSO:	Timothy Farquar
PAO:	Patrick J. Corcoran
IMO:	Timothy C. Lawson
ODA:	Capt. James R. Glover, USN
ATO:	Laverne E. Brabant
APHIS:	Ray I. Miyamoto (resident in Beijing)

INS: (Vacant)
 CUS: Patrick H. Sheridan
 DEA: Robert Jones
 FAA: Frederick Lee
 (resident in Beijing)
 IRS: Dennis Tsujimoto
 (resident in Tokyo)

HUNGARY

Budapest (E), V. 1054 Szabadsag Ter 12 • pouch
 American Embassy Budapest, Department of State,
 Washington, D.C. 20521-5270, Tel [36] (1) 267-4400,
 269-9331 (afterhours) Fax 269-9326; USAID Tel 302-
 6400, Fax 302-0693; Telex 18048 224-222, afterhours
 Tel 111-2062, Fax 132-8934; Commercial Devel Ctr
 Telex 227136 USCDC H; USIS Tel 142-4122, 142-3717,
 or 142-3156, Fax 351-0785; COM Tel 122-8600, or
 122-1217, Fax 342-2529; CON Fax 153-0774. Direct-
 in-dial: AMB 269-9332; DCM 269-9324; POL 269-
 4561; ECO 267-4563; CON 267-4560; ADM 267-4570;
 IPU 252-0538

AMB: Donald M. Blinken
 AMB SEC: Terri Lee Tedford
 DCM: James I. Gadsden
 POL: David Summers
 ECO: John L. Moran
 COM: John J. Fogarasi
 CON: Teddy B. Taylor
 PAO: William Morgan
 ADM: Mark S. Woerner
 RSO: Robert Whigham
 ODA: Col. Arpad Szurgyi, USA
 EST: Richard S. Taylor
 IMO: Roger Cohen
 IPO: Gerald Majewski
 AID: Thomas Cornell
 AID/
 RIG: James Bonnell
 AID/REXO: Jerry Jordan
 AGR: Allan Mustard
 (resident in Vienna)
 FAA: Steven B. Wallace
 (resident in Rome)
 FAA/CASLO: Amelia D. Fitzgibbons
 (resident in Vienna)
 DMA: Donna Petry
 FAA/FSIDO: Jim Coffey
 (resident in Frankfurt)
 IRS: Larry J. LeGrand
 (resident in Rome)

ICELAND

Reykjavik (E), Laufasvegur 21 • PSC 1003, Box 40,
FPO AE 09728-0340, Tel (354) 5629100, AMB SEC
direct dial 5629125, Fax 5629118; USIS Tel 5621020
and 5621022, Fax 5529529

AMB:	Day O. Mount
AMB SEC:	Solveig C. Johnson
DCM:	Mark A. Tokola
POL:	Michael A. Hammer
ECO/COM:	Olaf North Otto
CON:	Dean Thompson
ADM:	Sarah A. Solberg
RSO:	John W. Schilling (resident in Copenhagen)
PAO:	Richard C. Lundberg
IMO:	Leonard M. Kraske, Jr.
FAA:	Carl Burleson (resident in London)
IRS:	Stanley Beesley (resident in London)

INDIA

New Delhi (E), Shanti Path, Chanakyapuri 110021,
Tel [91] (11) 688-9033, 611-3033; Telex 031-82065
USEM IN; Fax 687-2028; COM Fax 687-2391; USIS Tel
331-6841 or 4251, Fax 332-9499; USAID Tel 686-5301;
Fax 686-8594, 686-8352; 688-6012

AMB:	Frank G. Wisner
AMB SEC:	Penelope R. O'Brien
DCM:	Matthew P. Daley
POL:	Alan W. Eastham, Jr.
ECO/EST:	Douglas A. Hartwick
COM:	Jonathan M. Bensky
CON:	Wayne S. Leininger
ADM:	William C. Kelly, Jr.
RSO:	Robert R. Brand, Jr.
PAO:	E. Ashley Wills
DEA:	Michael F. Fredericks
IMO:	(Vacant)
ISM:	(Vacant)
AID:	Linda Morse
ODA:	Col. Russell V. Olson, Jr., USA
AGR:	Thomas Pomeroy
LAB:	Eugene D. Price, Jr.
INS:	Brian J. Vaillancourt
DSA:	Capt. Frederick L. Miller (Acting), USA
FAA:	David L. Knudson (resident in Singapore)
FAA/CASIFO:	Ronald N. Reynolds (resident in Manama)
FAA/CASLO:	Richard J. Moore (resident in Manama)

52 INDIA—INDONESIA

IRS: Shirley Sherwood
(resident in Singapore)

Mumbai (CG), Lincoln House, 78 Bhulabhai Desai Rd. 400026, Tel [91] (22) 363-3611, Telex 011-75425 ACON IN, USIS Tel 262-4590; Fax 363-0350; COM Fax 262-3850

CG: Franklin Huddle, Jr.
POL/ECON: Andrew R. Young
DPO/CON: Clyde Bishop
COM: John S. Wood
CON: Philip S. Covington
ADM: Thomas Burke
BPAO: Joseph J. Brennig
DEA: James V. Allen
IPO: Robert K. Klawansky

Calcutta (CG), 5/1 Ho Chi Minh Sarani, Calcutta 700071, Tel [91] (33) 242-3611 through 242-3615, 242-2336 through 242-2337; Telex 021-5982 ACON IN Fax 242-2335; COM Fax 242-2335; USIS Tel 245-1211; USIS Fax 245-1616

CG: Cheryl J. Sim
CON: Thomas H. Lloyd
ADM: Eric W. Stromayer
COM: (Vacant)
BPAO: Janey D. Cole

Madras (CG), 220 Mount Rd., 600006, Tel [91] (44) 827-3040/827-7542/7835, Fax 825-0240; CON Fax 826-2538; COM Fax 827-6580; USIS Fax 826-3407; COM Bangalore: W-202, II Fl., West Wing "Sunrise Chambers," 22 Ulsoor Rd., Bangalore 560042, Tel [91](80) 558-1452, Fax 558-3630

CG: Michele J. Sison
POL/ECO: Robert Silberstein
COM: David W. Hunter
CON: Laura L. Livingston
ADM: Lee M. Carter
BPAO: Thomas D. Gradisher
IPO: Donald H. Beu

INDONESIA

Jakarta (E), Medan Merdeka Selatan 5 • Box 1, APO AP 96520, Tel [62] (21) 344-2211, Fax 386-2259, Telex 44218 AMEMB JKT; USIS Fax 381-0243; COM Fax 385-1632; AID Fax 380-6694; AGR Fax 380-1363; OMADP Fax 372-518

AMB: J. Stapleton Roy
AMB SEC: Marie Campello
DCM: Barbara S. Harvey
POL: Edmund F. McWilliams, Jr.

ECO: Robert W. Fitts
 COM: Michael Hand
 CON: William H. Barkell
 ADM: Maurice N. Gralnek
 RSO: Mark J. Hunter
 PAO: Steven J. Monblatt
 IMO: William K. Curry
 AID: Vivikka Moldrem
 AGR: Robin Tilsworth-Rude
 LAB: Gregory G. Fergin
 EST: Gary DeVight
 GSO: Carolyn S. Christian
 ODA: Col. Charles McFetridge, USA
 OMADP: Col. Robert Humberson, USA
 FAA: David L. Knudson
 (resident in Singapore)
 FAA/CAAG: Robert Salas
 CUS: Donald K. Shruhan, Jr.
 (resident in Singapore)
 IRS: Shirley Sherwood
 (resident in Singapore)

Medan (CG), Jalan Imam Bonjol 13 • APO AP 96520,
 Tel [62] (61) 552-200, Fax 518-711; USIS Tel 515-130;
 COM Tel 519-590, Fax 518-711

ECO: Leo Gallagher (Acting PO)
 ADM/CON: Kees C. Davison
 COM: (Vacant)

Surabaya (CG), Jalan Raya Dr. Sutomo 33; Am Con
 Gen Box 1, Unit 8131, APO AP 96520-0002, Tel [62]
 (31) 582287 and 582288, Telex 34331 AMCOSBIA,
 Fax 574492; COM Fax 574492

CG: William A. Pierce
 POL/ECO: James D. Mullinax
 COM: Michael J. Hand
 (resident in Jakarta)
 ADM/CON: John T. Bernlohr
 BPAO: Anne E. Grimes

Bali (CA), Jalan Segara Ayu No. 5, Sanur 00228; Tel.
 62-361-88478 or 88978; Fax 62-361-87760; Telex
 35262

CA: Andrew Toth

IRAQ

Baghdad (E), Opp. For. Ministry Club (Masbah
 Quarter) • P.O. Box 2447 Alwiyah, Baghdad, Iraq,
 Tel [964] (1) 719-6138/9, 7181840, 719-3791,
 Telex 212287 USINT IK, 213966 USFCS IK;
 COM Fax [964] (1) 718-9297

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IRELAND

Dublin (E), 42 Elgin Rd., Ballsbridge; Tel [353] (1) 6688777; afterhours Tel 6689612; Fax 6689946; COM Fax 682-840; POL/ECON Fax 6670056

AMB:	Jean Kennedy Smith
AMB SEC:	Edith D. Ferrante
DCM:	Dennis A. Sandberg
POL:	Richard B. Norland
PMO:	Madelyn E. Spirnak
COM:	Edward W. Cannon
CON:	Ann B. Sides
ADM:	Richard G. Simpson
RSO:	John M. Hampson
PAO:	(Vacant)
IPO:	Joseph P. Talbot
ODA:	Col. William T. Torpey
AGR:	Richard L. Barnes (resident in London)
INS:	Denis C. Riordan (resident in Shannon, Co. Clare)
CUS:	Thomas A. McDermott (resident in London)
FAA:	Carl Burleson (resident in London)
IRS:	Stanley Beesley (resident in London)

ISRAEL*

*The Consulate General in Jerusalem is an independent US Mission, established in 1928, whose members are not accredited to a foreign government.

Tel Aviv (E), 71 Hayarkon St., Tel Aviv • PSC 98, Box 100, APO AE 09830, Tel [972] (3) 5197575, afterhours Tel 519-7551, Fax 517-3227; ADM/GSO Fax 510-2444; CON Fax 516-0744; USIS Fax 510-3830; COM Tel 517-6161, Fax 510-7215; AGR Fax 510-2565

AMB:	Martin S. Indyk
AMB SEC:	Patricia A. Wingerter
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POL:	Richard W. Erdman
ECO:	Tain P. Tompkins
PAO:	David P. Good
COM:	Edgar D. Fulton, Jr.
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ADM:	J. Robert Manzanares
RSO:	William G. L. Gaskill
IMO:	(Vacant)
ISO:	Michael K. Haftel
ODA:	Col. John M. McNabb, USAF
LAB:	John M. Hall

SCI: David W. Mulenex
 AGR: Paul Hoffman (resident in Athens)
 AID: Christopher D. Crowley
 FAA: Steven B. Wallace
 (resident in Rome)
 FAA/CASLO: Joseph Teixeira (resident in Rome)
 FAA/FSIDO: William J. Reed
 (resident in Brussels)
 IRS: Larry J. LeGrand
 (resident in Rome)
 LEGATT: Thomas Knowles
 (resident in Athens)

Jerusalem (CG), 18 Agron Rd., Jerusalem 94190 •
 P.O. Box 290, PSC 98, Box 100, APO AE 09830, Tel
 [9726] (2) 253288 (via Israel), afterhours Tel 6253201,
 Fax 6259270; EXEC Fax 249462, CON and USIS 27
 Nablus Rd. • P.O. Box 290, PSC 98, Box 100, APO AE
 09830; CON Tel 6249462 afterhours Tel 253201, Fax
 272233 (both offices via Israel); USIS Tel 6282456 Fax
 6282-454; USAID Fax 6259484

CG: Edward G. Abington, Jr.
 DPO: Jacob Wallis
 POL: Sue Ellen Saarnio
 ECO/COM: Paul R. Sutphin
 CON: Kathleen A. Riley
 ADM: Mark J. Herzberg
 RSO: Bill A. Miller
 PAO: Duncan MacInnes
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 COM: Edgar D. Fulton, Jr.
 (resident in Tel Aviv)
 AID: Christopher D. Crowley
 (resident in Tel Aviv)
 IRS: Larry J. LeGrand
 (resident in Rome)
 LEGATT: Thomas Knowles
 (resident in Athens)

Haifa (CA), 12 Jerusalem Street, 33132, Haifa; Tel.
 972-04-670615

CA: Jonathan D. Friedland

ITALY

Rome (E), Via Veneto 119/A, 00187-Rome • PSC 59,
 Box 100, APO AE 09624, Tel [39] (6) 46741, Telex
 622322 AMBRMA; USIS via Boncompagni 2, 00187
 Rome, Fax 488-2672; COM Fax 4674-2113; USIS Fax
 4674-2655

AMB: Reginald Bartholomew
 AMB SEC: Karen Heitkotter
 DCM: James B. Cunningham
 POL: Shaun Byrnes

56 ITALY

POL/MIL:	Joseph McGhee
ECO:	Robert J. Smolik
COM:	Robert Connan
CON:	Kathleen J. Mullen
ADM C:	Jose Cao-Garcia
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 COM: (Vacant)

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MADAGASCAR

Antananarivo (E), 14-16 Rue Rainitovo, Antsahavola,
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MALAWI

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MALAYSIA

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 Fax 223712

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 RSO: Mark E. Beaman
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 (resident in Dakar)
 AID: Joel E. Schlesinger

70 MALI-MARSHALL ISLANDS

ODA: Ltc. Paul S. Cariker, USMC
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LAB: Jay T. Smith
(resident in Washington, D.C.)
FAA: Ronald L. Montgomery
(resident in Dakar)
RETO: Melvia Hasman
(resident in Dakar)
IRS: Frederick D. Pablo
(resident in Paris)
RCON: Thomas E. Cairns
(resident in Dakar)

MALTA

Valletta (E), 2d Fl., Development House, St. Anne St.,
Floriana, Malta • P.O. Box 535, Valletta, Tel [356]
235-960, FAX (EXO) (356) 223-322,
CON/COM/ADM [356] 243-229; USIS [356] 246-917,
Fax 22-33-22

AMB: (Vacant)
CHG: Charles N. Patterson, Jr.
SA: Mark L. Leesman
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IRS: Larry J. LeGrand
(resident in Rome)

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Majuro (E), Oceanside Mejen Weto, Long Island,
Majuro, Republic of the Marshall Islands, Tel (692)
247-4011, Fax 247-4012; COM FAX 247-7533 • Pouch:
Majuro, 20521-4380, via U.S. Mail, P.O. Box 1379,
Majuro, MH 96960-1379. No APO/FPO is available.
Workweek M-F: 8 am-9 am and 1-4 pm

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MAURITANIA

Nouakchott (E), B.P. 222, Tel [222] (2) 526-60 or 526-63, Telex AMEMB 5558 MTN, Fax 515-92, workweek: Sunday through Thursday

AMB: Dorothy Myers Sampas
 AMB SEC: Sharon S. Rault
 DCM: Joseph D. Stafford
 POL: Raymond D. Richhart, Jr.
 ECO/COM/CON: Steven Craig Walker
 RCON: Thomas E. Cairns
(resident in Dakar)
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 FAA: Ronald L. Montgomery
(resident in Dakar)
 LAB: Jay T. Smith
(resident in Washington, D.C.)
 IMO: Terrence Williamson
(resident in Dakar)
 IRS: Frederick D. Pablo
(resident in Paris)

MAURITIUS

Port Louis (E), Rogers House (4th fl.), John Kennedy St., Tel [230] 208-2347, 208-2354, 208-9763 thru 9767, Fax 208-9534; Int'l. mail: P.O. Box 544, Port Louis, Mauritius; U.S. mail: Am. Emb., Port Louis, Dept. of State, Wash., D.C. 20521-2450

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MEXICO

Mexico City (E), Paseo de la Reforma 305, 06500
Mexico, D.F. • P.O. Box 3087, Laredo, TX 78044-3087,
Tel [52] (5) 211-0042, Fax (52) (5) 208-3373 and 511-
9980

AMB: James R. Jones
AMB SEC: Gloria Gutierrez
DCM: Charles Brayshaw
POL: Barbro A. Owens-Kirkpatrick
ECO: Daniel L. Dolan
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USDA/AGR Trade Office (ATO), Edificio Parque Virreyes, Monte Pelvoux No. 220, Esquina. Prado Sur, 11000 Mexico D.F. • P.O. Box 3087, Laredo, Texas 78044-3087, Tel [52] (5) 202-0434, 202-0168, and 202-0212, Fax (52) (5) 202-0528

DIR: Marvin L. Lehrer

US Export Development Office, Liverpool 31, 06600 Mexico, D.F., Tel [52] (5) 591-0155, Fax 566-1115

DIR/COM: Robert W. Miller

US Travel and Tourism Office, Plaza Comermex, M. Avila Camacho 1-402, 11560 Mexico, D.F., Tel (52) (5) 520-2101, Fax 202-9231

DIR: Peter F. Bohen

Ciudad Juarez (CG), Chihuahua, Avenue Lopez Mateos 924 Norte, 32000 Ciudad Juarez, Chihuahua • P.O. Box 10545, El Paso, TX 79995-0545, Tel [52] (16) 113000, Fax 169056

CG: Larry Colbert
CON: John P. Caulfield Jr.
ADM: Brian W. Wilson
INS: Jeanette E. Otto
IPO: James H. Porter

Guadalajara (CG), JAL, Progreso 175, 44100 Guadalajara, Jalisco, Mexico • Box 3088, Laredo, TX 78044-3088, Tel [52] (3) 825-2998, 825-2700, Fax 826-6549

CG: Danny B. Root
COM: William B. Smith
CON: Ronald J. Kramer
ADM: Mason S. Green
BPAO: Marjorie Coffin
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IPO: Robert J. Cumming
USDA/APHIS: Raymond Carbajal
FBU: Geraldine C. Cortez
LEGATT: Gilbert A. Alvarez
DEA: Samuel Herrera

Monterrey (CG), N. L. Ave., Constitucion 411 Poniente 64000 Monterrey, N.L., Box 3098, Laredo, TX 78044-3098, Tel [52] (8) 345-2120, Fax (52); CG (8) 342-0177; ADM (8) 343-7283

CG: Eileen M. Heaphy
POL: Norman Antokol
ECO: Clark H. Crook Castan
COM: Robert O. Jones
CON: Gerald R. Lueders
ADM/PSO: Judith I. Marvin

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RSO: Arthur W. Jones
(resident in Mexico City)
BPAO: Stephen Holgate
IPO: Doris A. Rivera
INS: (Vacant)
CUS: Frederico Villalobos
DEA: Jose A. Baeza
LEGATT: Andres Ramos

Tijuana (CG), B.C.N., Tapachula 96, 22420 Tijuana, Baja California Norte • P.O. Box 439039, San Diego, CA 92143-9039, Tel [52] (66) 81-7400, Fax (52) (66) 81-8016

CG: Norman A. Singer
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NIV: Peter E. Cozzens
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BPAO: Nancy LeRoy
IPO: Arnold Olivo, Jr.
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Hermosillo (C), Son., Monterrey 141 Pre., 83260 Hermosillo, Sonora • Box 3598, Laredo, TX 78044-3598, Tel [52] (62) 17-2375, Fax (52) (62) 17-2578

PO: (Vacant)
CON: Frederick L. Kupke
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IPO/ISO: Rudy R. Garcia
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DEA: David Gaddis

Matamoros (C), Tamps., Ave. Primera 2002, 87330 Matamoros, Tamaulipas • Box 633, Brownsville, TX 78522-0633, Tel [52] (88) 12-44-02, Fax 12-21-71

PO: Atim E. Ogunba
CON/COM: Ricardo Zuniga
ADM: Douglas A. Koneff

Merida (C), Yuc., Paseo Montejo 453, 97000 Merida, Yucatan • Box 3087, Laredo, TX 78044-3087, Tel [52] (99) 25-5011, Fax 25-6219

PO: David R. van Valkenburg
CON: John M. Desmond
CUS: Robert Gracia

Nuevo Laredo (C), Tamps., Calle Allende 3330, Col. Jardin, 88260 Nuevo Laredo, Tamps. • Drawer 3089, Laredo, TX 78044-3089, Tel [52] (87) 14-0512, Fax (52) (87)14-7984, ext. 128

PO: Isiah L. Parnell

Acapulco (CA), Hotel Club del Sol; Costera M. Aleman, Esq. con Reyes Catolicos, Acapulco, Guerrero; Tel. 7-485-7202/6600; Fax 7-485-7207

CA: Lambert J. Urbanek

Cabo San Lucas (CA), Blvd. Marina y Pedregal Local No. 3, Zona Centro Cabo San Lucas, B.C.S.; Tel 114-3-35-66/3-34-47; Fax 114-3-35-66

CA: Robin A. Hanni

Cancun (CA), 40 Avenida Nader, Cancun, Quintana Roo Mexico 77500; Tel. 98-84-8411; Fax 98-84-8222

CA: Lorraine H. Lara

Mazatlan (CA), Hotel Playa Mazatlan, Rodolfo T. Loaiza No. 202 Zona Dorada, 82100, Mazatlan, Sin

CA: Gerianne Nelson

Oaxaca (CA), Alcala #21 - Desp. 206 68000 Oaxaca • Apdo. Postal 54, Sec. "B"; Tel. 9-514-30-54; Fax 9-514-30-54

CA: Mark A. Leyes

Puerto Vallarta (CA), Parain del Puente #12-A Apdo. Postal 462, Puerto Vallarta, Jalisco 48300; Tel. 322-2-0069

CA: Jeanette McGill

San Luis Potosi (CA), Francisco de P. Mariel 103 Desp. 1, Esquina con Venustiano Carranza; Tel 48-12-1528; Fax 48-12-1528

CA: Kathleen C. Reza

San Miguel de Allende (CA), Dr. Hernandez Macias 72 Apdo. Postal 328; San Miguel de Allende, Guanajuato, Tel. 465-2-2357; Fax 465-2-1588

CA: Philip J. Maher

Tampico (CA), Avenida Hidalgo 2000, Local 4 Tampico, Tamaulipas; Tel. 121-3-2217

CA: Elizabeth Alzaga

Veracruz (CA); Victimas del Veinticinco de Junio # 388, 91700 Veracruz; Tel. 29-31-5821; Fax 29-31-2030

CA: Edwin Culp

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MICRONESIA

Kolonia (E), P.O. Box 1286, Pohnpei, Federated States of Micronesia 96941, Tel [691] 320-2187, Fax 320-2186

AMB:	(Vacant)
AMB SEC:	Susan L. Bigelow
CHG/POL/ECO:	Cheryl A. Martin
ADM:	Gail L. Gardner (resident in Majuro)
RSO:	Walter H. Sargent (resident in Manila)
FAA:	Barry Brayer (resident in Hawthorne, CA)
CUS:	Donald K. Shruhan, Jr. (resident in Singapore)
IRS:	Dennis Tsujimoto (resident in Tokyo)

MOLDOVA

Chisinau (E), Strada Alexei Mateevicie, #103, 277014, Tel 373 (2) 23-37-72, RNX 548 (plus extension); Telex 163261 EMB SU, Fax 23 30 44, afterhours 23 7345; ADM 22 24 66

AMB:	John Todd Stewart
AMB SEC:	Domineco Waller
DCM/POL/ECO:	Michael Gfoeller
ADM/PSO:	Wayne Reed
GSO:	Mark Moody
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AGR:	William P. Huth (resident in Sofia)
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IRS:	Margaret Lullo (resident in Bonn)
USAID:	Paul Morris

MONGOLIA

Ulaanbaatar (E), c/o American Embassy Beijing, Micro Region 11, Big Ring Road • PSC 461, Box 300, FPO AP 96521-0002, Tel [976] (1) 329095 or 329-606, Fax 320-776

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CHG/ADM:	Llewellyn Hedgbeth
POL/ECON:	Wendell Albright
CON/ECON:	James McCracken

IPO: Marlin Tracy
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 (resident in Beijing)
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MOROCCO

Rabat (E), 2 Ave. de Marrakech • PSC 74, Box 003,
 APO AE 09718, Tel [212] (7) 76-22-65, Fax 76-56-61,
 afterhours Tel 76-96-39, Telex 31005M; USAID Fax
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AMB: Marc C. Ginsberg
 AMB SEC: Kelli Adams
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 ECO: Alexandra M. Sundquist
 POL/LAB: Elizabeth Lee Martinez
 (resident in Casablanca)
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 IMO: Nicodemo F. Romeo
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Casablanca (CG), 8 Blvd. Moulay Youssef • PSC 74,
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 Fax 204-127; COM Fax 220-259; USIS Tel. [212] (2)
 221-460, Fax [212] (2) 299-136; Duty officer's cellular
 Tel. no 13-4065

CG: Marcia Bernicat
 POL/LAB: Elizabeth Lee Martinez
 ECO: Daniel K. Balzer
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 CON: Shelley S. Midura

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ADM:	Sylvia Nasri
IPO:	Raymond Harger
BPAO:	Philip A. Frayne

MOZAMBIQUE

Maputo (E), Avenida Kenneth Kaunda 193 • P.O. Box 783, Tel [258] (1) 49-27-97, Telex 6-143 AMEMB MO, Fax 49-01-14; USAID Tel 49-07-26, Fax 49-20-98; USIS Tel 49-19-16, Fax 49-19-18

AMB:	(Vacant)
AMB SEC:	Lena R. Steinhoff
DCM:	P. Michael McKinley
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ODA:	Ltc. Paul D. Keller
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IRS:	Stanley Beesley (resident in London)
LAB:	Thomas A. Shannon, Jr. (resident in Johannesburg)
FAA:	Ronald L. Montgomery (resident in Dakar)

NAMIBIA

Windhoek (E), Ausplan Building, 14 Lossen St., Private Bag 12029 Ausspannplatz, Windhoek, Namibia, Tel [264] (61) 221-601, Fax 229-792

AMB:	George F. Ward, Jr.
EXEC ASST:	Rosmary M. Patterson
DCM:	Peter G. Kaestner
POL:	Louis Mazel
ECO/COM:	Thomas H. Moore
CON:	Robert Batchelder
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PAO:	Herman Henning
IPO:	Amanda Escobar Gilke
AID:	Edward Spriggs
ODA:	Ltc. Gary E. Walker, USA
FAA:	Ronald L. Montgomery (resident in Dakar)
AGR:	Besa L. Kotati (resident in Pretoria)
LAB:	John S. Sequeira (resident in Johannesburg)

IRS: Stanley Beesley
(resident in London)

NEPAL

Kathmandu (E), Pani Pokhari, Tel [977] (1) 411179, Telex 2381 AEKTM NP, Fax [977] (1) 419963 (Chancery); 272357 (USAID); 415845 (USIS); 880-2-888930 (USDAO, Dhaka)

AMB: Sandy L. Vogelgesang
AMB SEC: Monica D. Jennings
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(resident in Dhaka)
IRS: Shirley Sherwood
(resident in Singapore)
FAA: David L. Knudson
(resident in Singapore)

NETHERLANDS

The Hague (E), Lange Voorhout 102, 2514 EJ The Hague • PSC 71, Box 1000, APO AE 09715, Tel [31] (70) 310-9209, Fax 361-4688; COM Fax 363-2985

AMB: K. Terry Dornbush
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POL: Bronson Percival
ECO: Jack Croddy
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LAB: Eleanore Raven-Hamilton
DEA: John Zalewski
ACDA: Robert Mikulak
USIR: D. Stephen Mathias

CUS: Michael Lappe

Amsterdam (CG), Museumplein 19, 1071 DJ
Amsterdam • PSC 71, Box 1000, APO AE 09715, Tel
[31] (20) 5755 309, CG Fax 5755 310; COM Fax 5755
350

CG: John W. Shearburn
CON: Joseph B. Nowell
COM: Tapan Banerjee
USTTA: Maximilian J. Ollendorff
(resident in Paris)
DEA: John Zalewski
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NETHERLANDS ANTILLES

Curacao (CG), J.B. Gorsiraweg #1 • P.O. Box 158,
Willemstad, Curacao, Tel [599] (9) 613066, Fax
616489, Duty Tel 606870; DEA Tel
616985/602575/602573, Fax 613192; direct lines:
CG 616642; ADMIN 652283; CON ASST 611439

CG: James L. Williams
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(resident in Caracas)
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(resident in Caracas)
FAA: Celio Young
(resident in Miami)
IRS: Daniel Dietz
(resident in Mexico City)

Aruba (INS), Queen Beatrix Airport, Oranjestad,
Aruba, Te. [297] (8) 31316, Fax 31665

Port DIR: Elizabeth A. Tisdale

NEW ZEALAND

Wellington (E), 29 Fitzherbert Terr., Thorndon,
Wellington • P.O. Box 1190, Wellington, PSC 467, Box
1, FPO AP 96531-1001, Tel [64] (4) 472-2068; ADM
Fax 471-2380; EXEC Fax 472-3537

AMB: Josiah Horton Beeman
AMB SEC: Shannon Lee Tracy
DCM: Morton R. Dworken, Jr.

POL/ECO: Evans J. R. Revere
 ADM: Boyd Doty
 RSO: John Henry Kaufmann
 (resident in Canberra)
 PAO: Timothy M. Randall
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 (resident in Canberra)
 CUS: James W. Wilkie
 (resident in Singapore)
 LAB: Karen E. Krueger
 IRS: Vivian Simon
 (resident in Sydney)

Auckland (CG), 4th fl., Yorkshire General Bldg.,
 corner of Shortland and O'Connell Sts., Auckland,
 Private Bag, 92022, Auckland • PSC 467, Box 99, FPO
 AP 96531-1099, Tel [64] (9) 303-2724, Fax 366-0870

CON: Alcy R. Frelick
 COM: M. Phillip Gates

Christchurch (CA), Price Waterhouse Center, 11th fl.,
 109 Armagh Street; Tel 03-379-0040, Fax 03-379-5677

CA: J. Malcolm Ott

NICARAGUA

Managua (E), Km. 4^{1/2} Carretera Sur. • APO AA
 34021, Tel [505] (2) 666010-666013, 666015-18,
 666026-27, 666032-33, Fax 669074 (AMB); 663865
 (ADM); 669943 (CON); 669056 (ECO/COM); USIS
 Fax 663861; AGR Fax 667006; AID Fax 783828; DAO
 Fax 668022

AMB: John F. Maisto
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82 NICARAGUA-NIGERIA

AGR: Charles Bertsch
(resident in San Jose)
APHIS: Dr. Alan Terrell
FAA: Celio Young
(resident in Miami)
FAA/CASLO: Andre Perez
(resident in Miami)
FAA/FSIDO: Tony Kijek
(resident in Miami)
IRS: Daniel R. Dietz
(resident in Mexico City)

NIGER

Niamey (E), Rue Des Ambassades, B.P. 11201,
Tel [227] 72-26-61 thru 4, Fax 73-31-67,
Telex EMB NIA 5444 NI

AMB: Charles O. Cecil
EXEC ASST: Mary B. Jolley
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POL: Nan Mattingly
ECO/COM: Douglas B. Dearborn
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(resident in Abidjan)
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FAA: Ronald L. Montgomery
(resident in Dakar)
SAO: Maj. Douglas E. Lathrop, USA
ISM: Janet A. Cote
(resident in Dakar)
RETO: Melvia Hasman
(resident in Dakar)
IRS: Frederick D. Pablo
(resident in Paris)

NIGERIA

Lagos (E), 2 Eleke Crescent • P.O. Box 554, Tel [234]
(1) 261-0097, Telex 23616 AMEMLA NG, Fax [234]
(1) 261-0257; CON Fax [234] (1) 261-2218; COM Fax
(234) (1) 261-9856; DEA Fax 261-7874; USIS Fax (234)
(1) 263-5397; AID Fax [234] (1) 261-4698; Logistics
Support Unit, Fax 261-2815

AMB: Walter C. Carrington
AMB SEC: Sandra K. Slaughter
DCM: Joseph H. Melrose, Jr.
POL: Robert E. Downey
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 AID: (Vacant)
 ODA: (Vacant)
 FAA: Ronald L. Montgomery
 (resident in Dakar)
 SAO: (Vacant)
 AGR: Fred R. Kessel
 DEA: Edgar L. Moses
 LAB: Andrew C. Parker
 IRS: Federick D. Pablo
 (resident in Paris)

Kaduna (USIS), 11 Maska Road • P.M.B. 2060, Tel [234] (62) 235990, 235991, 235992, Fax 239559

BPAO: Bruce A. Lohof

Note: Kaduna State office closed September 30, 1994. The BPAO is the only officer remaining at post. All correspondence, mail, and inquiries should be directed to USLO, Abuja, Department of State, Washington, DC 20521-8300.

Ibadan (USIS), OGC Enconsult House • P.M.B. 5089, Tel [234] (02) 810-0775, 810-2802, Fax 810-1019

BPAO: Dudley O. Sims

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 BPAO: Claudia Anyaso

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Oslo (E), Drammensveien 18, 0244 Oslo • PSC 69, Box 1000, APO AE 09707, Tel [47] 22-44-85-50, Fax 22-44-33-63; ADMIN Fax 22-43-07-77; FCS Fax 22-55-88-03; POL/ECO Fax 22-55-43-13; USIS Fax 22-44-04-36; DAO Fax 22-55-28-77; ODC Fax 22-44-98-92

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ODRP:	Col. Frederick R. Wilhelm
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FAA:	David L. Knudson (resident in Singapore)
MAAG:	BG John D. Howard, USA

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CG:	Douglas B. Archard
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86 PAKISTAN-PALAU

LOC: (Vacant)
IRS: Shirley Sherwood
(resident in Singapore)

Lahore (CG), 50 Shahrah-E-Bin Badees (50 Empress Rd.), near Simla Hills • Unit 62216, APO AE 09812-2216, Tel [92] (42) 6365530 through 6365539, Fax 6365177, workweek: Sunday through Thursday

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REPUBLIC OF PALAU

Koror (E), P.O. Box 6028, Republic of Palau 96940, Tel (680) 488-2920/2990, Fax 488-2911

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(resident in Manila)
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PANAMA

Panama City (E), Apartado 6959, Panama 5, Rep. de Panama, Unit 0945, APO AA 34002, Tel [507] 227-1777, Fax 227-1964; FBO Fax 227-2128; GSO Fax 225-2720; PER Fax 227-6850

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Cuzco (CA), Avenida Tullumayo 125; Tel. 23-3541, 23-9451, 22-4112

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PHILIPPINES

Manila (E), 1201 Roxas Blvd., APO AP 96440, Tel (63) (2) 521-7116, Telex 722-27366 AME PH, Fax (63) (2) 522-4361; COM OFF 395 Senator Gil J. Puyat Ave., Makati, Metro Manila, Tel (63) (2) 890-9717, Fax (63) (2) 895-3028, Telex 22708 COSEC PH

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63587 ADB PM, 42205 ADBPN, and 29066 ADB PH,
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310-261/2, 310-671; Fax 310-174

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POLAND

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APO AE 09213-1340, Tel [48] (2) 628-3041, Telex
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 (resident in Bonn)

**US Trade Center (Warsaw), Aleje Jerozolimskie 56C,
 IKEA Building, 2d floor, 00-803 Warsaw • Unit 1340,
 APO AE 09213-1340, Tel [48] (2) 621-4515, 621-4216,
 625-4300, Fax 621-6327**

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PORTUGAL

**Lisbon (E), Avenida das Forcas Armadas, 1600 Lisbon
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DIR: Daniel L. Thompson
(resident in Lisbon)
COM: (Vacant)

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AGR:	William P. Huth (resident in Sofia)
FAA:	Steven B. Wallace (resident in Rome)
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Cluj-Napoca (BO), International address US Branch Office, Universitatii 7-9, Etage 1, Cluj-Napoca, Romania 3400 • Unit 1315, APO AE 09213-1315, Tel [40] (64) 19-38-15, Fax 19-38-68

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St. Petersburg (CG), Furshtadtskaya Ulitsa 15,
191028 St. Petersburg, Russia • PSC 78, Box L, APO AE
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fax 275-3291; GSO fax 275-1738; afterhours Tel 274-
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8050, Fax 325-8052

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Vladivostok (CG), Ulitsa Pushkinskaya 32,
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 D.C. 20521-5880, Tel [7] (4232) 30-00-70 (Note: if
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 902

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 400, 620151 Yekaterinburg AmConGen Yekaterinburg,
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 CONS SU, Tel [7] (3432) 564619, 564691, Fax [7]
 (3432) 564-515; COM 564736; CON 564744; USIS
 564760

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POL/ECO/COM:	Jonathan S. Turak
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CON:	Brook E. Hefright

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Kigali (E), Blvd. de la Revolution, B.P. 28, IVG Number
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Dhahran (CG), Between Aramco Hdqtrs and Dhahran Int'l Airport, P.O. Box 81, Dhahran Airport 31932 • Unit 66803, APO AE 09858-6803, Tel [966] (3) 891-3200; ADM Fax 891-7416; COM Fax 891-8332; CON Fax 891-6816; EXEC Fax 891-0464; GSO Fax 891-3296, afterhours 891-2203

CG:	Douglas C. Greene
POL/MIL:	Mark L. Andersen
ECO:	Theodore J. Singer
COM:	(Vacant)
CON:	Jeffrey S. Tunis

ADM: Beverly D. Rochester
 ITO: Joseph F. Purvis

Jeddah (CG), Palestine Rd., Ruwais • P.O. Box 149, Jeddah 21411, or Unit 62112, APO AE 09811, Tel [966] (2) 667-0080; CG Fax 669-2991; ADM Fax 669-3074; CON Fax 669-3078; COM Tel 667-0040, Fax 665-8106; ATO Tel 661-2408, Fax 667-6196; USIS Tel 660-6355, Fax 660-6367; workweek: Saturday through Wednesday

CG: Stephen W. Buck
 POL/ECO: Diane W. Shelby
 COM: Joseph B. Kaesshaefer
 CON: Douglas B. Neumann
 ADM: James A. Paige, Jr.
 BPAO: John Moran
 CPO: Gary L. Cook
 ATO: John H. Wilson
 (resident in Riyadh)
 FAA/CAAG: John Waltz
 USGS: George V. Demeglio
 USMTM: Ltc Edward T. Wilcox

US Rep. to the Saudi Arabian US Joint Commission on Economic Cooperation (USREP/JECOR), P.O. Box 5927, Riyadh, Tel [966] (1) 464-0433, Telex 201012

DIR: William Grier
 DEP: Larry Bacon

SENEGAL

Dakar (E), B.P. 49, Avenue Jean XXIII, Tel [221] 23-42-96 or 23-34-24; USIS Tel 23-59-28, 23-11-85, Telex 21793 AMEMB SG, Fax 22-29-91

AMB: Mark Johnson
 AMB SEC: Susan P. Whiting
 DCM: James V. Ledesma
 POL: Frankie Calhoun
 ECO: Carol R. Kalin
 RCON: Thomas E. Cairns
 ADM: Robert J. McAnney
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 IPO: Kenneth W. Mack
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 AID: Anne M. Williams
 RIG: Thomas B. Anklewich
 ODA: Ltc. Paul S. Cariker, USMC
 SAO: Maj. Steven R. Howell
 AGR: Jonathan Gressel
 (resident in Abidjan)

98 SENEGAL-SIERRA LEONE

FAA:	Ronald L. Montgomery
LAB:	Jay T. Smith (resident in Washington, D.C.)
RETO:	Melvia A. Hasman
IRS:	Frederick D. Pablo (resident in Paris)

SERBIA-MONTENEGRO

Belgrade (E), American Embassy Belgrade • Unit 1310, APO AE 09213-1310, Tel [381] (11) 645-655, Telex 11529 AMEMBA YU, Fax 645-332; COM Fax 645-096; USIS Fax 646-924; CON Fax 644-053

CM:	Richard M. Miles
EXEC SEC:	Linda K. Price
DCM:	Jack M. Zetkusic
POL/ECO:	Robert L. Norman
COM:	(Vacant)
CON:	Gilbert J. Sperling
ADM:	Patricia N. Moller
RSO:	Barry M. Moore
PAO:	John H. Brown
IPO:	Juan Becerra
ODA:	Col Ernest W. Fischer, USA
AGR:	William P. Huth (resident in Sofia)
FAA:	Steven B. Wallace (resident in Rome)
IRS:	Larry J. LeGrand (resident in Rome)

SIERRA LEONE

Freetown (E), corner of Walpole and Siaka Stevens Sts., Tel [232] (22) 226-481 through 226-485, AMB Tel 226-155, DCM Tel 227-192, Fax 225-471

AMB:	John L. Hirsch
EXEC SEC:	Fredie Barron
DCM:	M. Ann Wright
POL:	Donald C. Harwick
CON:	Marlee K. Anderson
RCON:	Reginald J. McHugh (resident in Accra)
ADM:	Elizabeth B. McGaffey
RSO:	Jeffrey C. Breed
PAO:	Patricia L. Sharpe
IPO:	John Combs
LAB:	Frederick B. Cook (resident in Washington, D.C.)
ODA:	Ltc. Billy W. Feltner (resident in Monrovia)
IRS:	Stanley Beesley (resident in London)

FAA: Ronald L. Montgomery
(resident in Dakar)

SINGAPORE

Singapore (E), 30 Hill St., Singapore 0617 • FPO AP 96534, Tel (65) 338-0251, Fax (65) 338-4550

AMB:	Timothy A. Chorba
AMB SEC:	Virginia Ann Crawford
DCM:	Emil M. Skodon
ECO/POL:	William T. Munroe
COM:	David W. Fulton
AGR:	Dale Good
CON:	David T. Donahue
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RSO:	Mark S. Etelzmski
PAO:	Michael H. Anderson
IMO:	Harry W. Lumley
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ODA:	Capt. Terry S. Douglas, USN
AUDITOR:	Richard C. Thabet
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SAO:	Ltc. Michael S. Kaufhold, USAF
CUS:	Donald K. Shruhan, Jr.
RPSO:	James E. Tyckoski
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FAA:	David Knudson
FAA/CASIFO:	Robert P. Jensen
FAA/ILO:	Craig Beard
IRS:	Shirley Sherwood

USIS/American Center MPH Building, Level 4, 71-77 Stamford Road, Singapore 0617, Tel [65] 334-0910, Fax 334-2780; **Commercial Services and Library**, 1 Colombo Court, Unit #05-16 Colombo Ct., Building, North Bridge Road, Singapore 0617, Tel 338-9722, Fax 338-5010, Telex RS25079 (SINGTC), Fax 338-5010; **AGR/ATO OFF**, 541 Orchard Road • Unit 08-04, Liat Towers Bldg., Singapore 0923, Tel [65] 737-1233, Fax 732-8307

USAID/RIG/A, 111 North Bridge Road, No. 17-03 Peninsula Plaza, Singapore 0617, Tel [65] 334-2766, Fax 334-2541

FAA, Changi Airport Terminal 2, South Finger, 4th fl., Security • Unit 048-002, International Area Office Director and Field Office, Unit 048-006, Singapore 1781, Tel [65] 543-1466, 545-5822, Fax 543-1952 or 545-9722

SLOVAK REPUBLIC

Bratislava (E), (Int'l) Hviezdoslavovo Namestie 4, 81102 Bratislava, Tel [42] (7) 5330861 or 5333338; EXEC Fax 5335439; ADM/POL/ECO Fax 5330096; AID Tel 5330667 or 5331588, Fax 334711; Peace Corps Tel 5222358 or 5220209, Fax 5222628; USIS Fax 335-934

AMB:	Ralph Johnson
AMB SEC:	Judy Thessen
DCM/POL/ECO:	William P. Schofield
POL:	Anthony Pahigian
ECO/COM:	Eugene S. Young
ADM:	Marjorie Phillips
CON:	Thomas G. Rogan
PAO:	Richard O. Lankford
AID:	Patricia J. Lerner
IPO:	Charles C. Reitz
RSO:	Edward F. Gaffney (resident in Vienna)
ODA:	Ltc. James Spears, USA
AGR:	Allan Mustard (resident in Vienna)
DEA:	Bohdan Mizak (resident in Vienna)
CUS:	John Kellogg (resident in Vienna)
LEGATT:	Julianne Slifco (resident in Vienna)
PC:	Robert Blenker
FAA:	Steven B. Wallace (resident in Rome)
INS:	Jean Christiansen (resident in Vienna)

SLOVENIA

Ljubljana (E), Box 254, Prazakova 4, 1000 Ljubljana or AmEmbassy Ljubljana, Department of State, Washington, D.C. 20521-7140, Tel [386] (61) 301-427/472/485, Fax 301-401; AID Tel 131-5114, Fax [386] (61) 1336-170; USIS Cankarjeva 11 1000 Ljubljana, Tel 125-8226 or 126-1169, Fax 126-4284

AMB:	Victor Jackovich
AMB SEC:	Diane Wampler
DCM/POL/SEP/ ECO/CML/LAB:	James P. Reid
ADM/CON:	Daniel J. Hall
COM:	Stephen Kaminski (resident in Vienna)
PAO:	Domenick Dipasquale
IPO:	Patrick Graham
RSO:	Edward Gaffney (resident in Vienna)

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 AGR: Allan Mustard
 (resident in Vienna)
 LAB: John W. Zerolis
 (resident in Zagreb)
 AID: Mary Likar
 (resident in Budapest)
 DEA: Bohdan Mizak
 (resident in Vienna)
 FAA: Steven B. Wallace
 (resident in Rome)
 IRS: Larry LeGrand
 (resident in Rome)

SOUTH AFRICA

Pretoria (E), 877 Pretorius St., Arcadia 0083 • P.O.
 Box 9536, Pretoria 0001, Tel [27] (12) 342-1048, Fax
 342-2244; USIS Tel 342-3006, Fax 342-2090; AID Tel
 323-8869, Fax 323-6443

AMB: James A. Joseph
 AMB SEC: Barbara Beckwith
 DCM: Robert M. Pringle
 POL: Reed Fendrick
 ECO: Ann R. Berry
 COM: Millard W. Arnold, Jr.
 (resident in Johannesburg)
 CON: Michael O'Hare
 ADM: Michael J. Hinton
 RSO: Richard H. Klingensmaier
 MNL: Lee A. Brudvig
 IMO: William Walls (Acting)
 PAO: Robert R. Lagamma
 EST: Kenneth A. Thomas
 AID: Aaron Williams
 FAA: Ronald L. Montgomery
 (resident in Dakar)
 ODA: Col. Keith A. Betsch, USA
 AGR: Dr. Besa L. Kotati
 IRS: Stanley Beesley
 (resident in London)

Cape Town (CG), Broadway Industries Centre,
 Heerengracht, Foreshore, Tel [27] (21) 21-4280,
 ADM, CG, POL/ECO, ECO/COM Fax 25-4151,
 CON Fax 25-3014; USIS Tel 461-0583, Fax 461-3603

CG: David C. Pierce
 POL/ECO: Ronald K. Mc Mullen
 ECO/COM: Matthew A. Meyer
 CON: Evan T. Hough
 IPO: Earle S. Greene
 ADM: Stephanie L. Brown
 ARSO: Daniel M. Wutrich
 BPAO: Janet E. Garvey

102 SOUTH AFRICA-SPAIN

Durban (CG), Durban Bay House, 29th Fl., 333 Smith St., Tel [27] (31) 304-4737, Fax 301-8206; USIS Tel 305-5068, Fax 304-2847

CG: Frederick C. Hassani
CON: Scott I. Hamilton
BPAO: Paul Denig

Johannesburg (CG), Kine Centre 11th Fl., Commissioner and Kruis Sts. • P.O. Box 2155, Tel [27] (11) 331-1681, Fax 331-1327; USIS Tel 838-2231, Fax 838-3920; COM Tel 331-3937, Fax 331-6178

CG: Gregory W. Engle
ECO: Steven J. Kirkwood
COM: Daniel Harris
CON: John R. Nay
ADM: Michael H. Scanlon
IPO: James E. Barclay
IMS: Edward C. Saunders
BPAO: William J. Weinhold
LAB: John S. Sequeira
SCO: Daniel Harris

SPAIN

Madrid (E), Serrano 75, 28006 Madrid, or APO AE 09642, Tel [34-1] 587-2200, Fax (34-1) 587-2303; FAS Fax 576-8063; FCS Fax 575-8655; ECON Fax (34-1) 587-2292; PPM Fax (34-1) 587-2391; NASA Fax (34-1) 597-2181; ADM/RSO Fax 587-2209

AMB: Richard N. Gardner
AMB SEC: Helen G. Skaltsounis
DCM: Lawrence G. Rossin
POL/ECON: Harry E. Jones
COM: Rafael Fermoselle
POL/MIL: Victor Bonilla
ECON: David D. Nelson
CON: Eloise Shouse
ADM: William J. Burke, Jr.
RSO: Kevin M. Barry
IMO: Bradford W. Ham
PAO: Brian Carlson
AGR: Franklin Lee
LAB: (Vacant)
SCI: Marshal H Carter-Tripp
ODA: Capt. James Tinsley III, USN
DEA: Saverio J. Weidl
ODC: Capt Leroy E. Sheehan, USN
FAA: Tony Fazio
(resident in Paris)
FAA/CASLO: David Flores
FAA/CAAG: Rudolph J. Escobedo
LEGATT: David W. Schrimp

IRS: Frederick Pablo
(resident in Paris)
NASA: Anthony Carro

Barcelona (CG), Reina Elisenda 23, 08034 Barcelona
• PSC 61, Box 0005, APO AE 09642, Tel [34] (3) 280-2227, Fax 205-5206; ADMIN Fax 205-7764; USIS Fax 205-5857; COM Fax 205-7705

CG: Maurice S. Parker
CG SEC: Marlene Curtain
COM: Lewis Santamaria
CON: Steven B. Groh
ADM: Andrew D. Siegel
BPAO: Jan Hartman

La Coruna (CA), Canton Grande, 16-17, 8E, 15003;
Tel. [34] 9891-21-32-33; Fax [34] 981-25-35-19

CA: Marcelino Fuentes-Ramos

Las Palmas (CA), Frachy y Roica, 5-5, No. 13 35007;
Tel 34-928-22-25-52; Fax 34-928-22-58-63

CA: Ana Maria Quintana-Figueroa

Fuengirola (Malaga) (CA), Centro Comercial "Las Rampas" Fase 2, Planta 1, Locales 12-G-7 y 12-G-8, Fuengirola, 29640 Malaga; Tel. 34-952-47-48-91 or 34-952-46-00-10; Fax 34-952-46-51-89

CA: Robert G. Aaron

Palma de Mallorca (CA), Avenida Jamime 111, No. 26, Entresuelo 2-H-1 (97) 07012; Tel. 34-971-72-22-60; Fax 34-971-71-87-55

CA:

Seville (CA), Paseo de las Delicias, 7 Seville, 41012

CA: Jerry Lee Johnson

Valencia (CA), CL de la Paz, 6-5 Local 5, 46003
Valencia; Tel. 34-96-351-6973; Fax 34-96-352-9565

SRI LANKA

Colombo (E), 210 Galle Rd., Colombo 3 • P.O. Box 106, Tel [94] (1) 448007, Fax 437345, 446013; USAID 356 Galle Rd., Colombo 3, Tel 574333, Fax 574264; USIS 44 Galle Rd., Colombo 3, Tel 421270-5, Fax 449070; VOA: 228/1 Galle Rd., Colombo 4, Tel 589245, Fax 502675; Peace Corps 75 1/1 Kynsey Rd., Colombo 8, Tel 687617

AMB: A. Peter Burleigh
DCM: John S. Boardman
POL: Scott H. Delisi
ECO: Michael S. Owen
COM: Jill Derderian
CON: Anne W. Simon

104 SRI LANKA-SURINAME

ADM:	Judith A. Chammas
RSO:	Linda Kincer
PAO:	Anne Barbaro
ODA:	Ltc. Michael Poore, USN
AID:	David A. Cohen
IPO:	Beth A. Mitchell
FAA:	David L. Knudson (resident in Singapore)
AGR:	Thomas Pomeroy (resident in New Delhi)
LAB:	Theodore S. Pierce
IRS:	Shirley Sherwood (resident in Singapore)
VOA:	Darrell W. Duckworth

*SUDAN

Khartoum (E), Sharia Ali Abdul Latif • P.O. Box 699, APO AE 09829 Tel 249-11-774611 or 77-4711, 774700, FAX 249-11-774137; Telex 22619 AMEM SD Fax (873) (151) 6770

AMB:	Timothy M. Carney
AMB SEC:	Shirley J. Dickman
ADM:	Bernard E. Gross II
PAO:	Jane Gaffney

* Temporarily relocated to Nairobi

SURINAME

Paramaribo (E), Dr. Sophie Redmondstraat 129 • P.O. Box 1821, AmEmbassy Paramaribo, Dept. of State, Washington, D.C., 20521-3390, Tel [597] 472900, 477881, 476459; AMB 478300; DCM 476507; IPC 476793; GSO Fax 479829; AMB Fax 420800; ADM Fax 410972

AMB:	Roger R. Gamble
AMB SEC:	Maria Del Rosario Beck
DCM:	Kathleen M. Cayer
POL/ECO:	Michael P. Oreste
CON:	Valerie Lynn
ADM:	David S. Wick
RSO:	John Tolly (resident in Georgetown)
PAO:	Daniel McGaffie (resident in Port-of-Spain)
ODA:	Ltc. Jeffrey D. Jore
IPO:	Michael C. Lawrence
AGR:	Larry Senger (resident in Caracas)
FAA/CASLO:	Victor H. Echevarria (resident in Miami)
LAB:	Peggy Zabriskie (resident in Bridgetown)

LEGATT: Ralph A. Torres
(resident in Caracas)
DEA: Gerald Franciosa
(resident in Curacao)
IRS: Frederick Dulas
(resident in Santiago)

SWAZILAND

Mbabane (E), Central Bank Bldg., Warner Street • P.O. Box 199, Tel [268] 46441/5, Fax 45959; USAID Telex 2016 WD, Fax 44770

AMB: John T. Sprott
AMB SEC: Loyce M. Rothin
DCM: Michael E. Malinowski
POL/ECO/COM: John Patrick Gwynn
ADM: Stephen B. Hogard
RSO: Michael Poehlitz
(resident in Maputo)
PAO: Robin Smith
AID: Valerie Dickson-Horton
CPO: Joseph M. Suddath
FAA: Ronald L. Montgomery
(resident in Dakar)
AGR: Besa L. Kotati
(resident in Pretoria)
ODA: Keith A. Betsh
(resident in Pretoria)
LAB: Thomas A. Shannon, Jr.
(resident in Johannesburg)
IRS: Stanley Beesley
(resident in London)

SWEDEN

Stockholm (E), Strandvagen 101, S-115 89 Stockholm, Sweden, Tel [46] (8) 783-5300, Fax (46) (8) 661-1964; CON Fax 660-5878, FCS Fax 660-9181; FAS Fax 662-8495; USIS Fax 665 3303; ODA Fax 662-8046

AMB: Thomas L. Siebert
AMB SEC: Elizabeth A. Franke
DCM: Reno L. Harnish III
POL: Walter E. Andrusyszyn
ECO: J. Anthony Holmes
COM: Peter Frederick
CON: Lucy P. Uncu
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RSO: Karen R. Schaefer
PAO: Barbara H. Nielsen
IMO: Forrest R. Partovi
ODA: Col. Scott B. Sonnenberg, USAF
FAA: Carl Burleson
(resident in London)
AGR: Robert C. Tetro

106 SWEDEN-SWITZERLAND

LAB: Hugh M. Neighbour
IRS: Stanley Beesley
(resident in London)

SWITZERLAND

Bern (E), Jubiläumstrasse 93, 3005 Bern, Tel [41] (31) 357-7011, Telex (845) 912603, Fax 357-7344; CPU 357-7201; USIS Fax 357-7379; COM Fax 357-7336; FAS Fax 357-7363; ODA Fax 357-7381

AMB: Madeleine May Kunin
AMB SEC: Patricia S. Kozlowski
CHG: Michael C. Polt
POL/ECO: L. Allen Nelsen
COM: James Joy
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ADM: Clyde L. Jardine, Jr.
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(resident in Geneva/USTR)
RSO: Peter D. Ford
PAO: Samuel S. Westgate III
IPO: James A. Harrison
ODA: Col. William H. Mitchell, USA
IRS: Frederick D. Pablo
(resident in Paris)
FAA: Tony Fazio
(resident in Paris)

Geneva (CA)

CA: Daphne S. Joory

US Mission to the European Office of the UN and Other International Organizations (Geneva), Mission Permanente Des Etats-Unis, Route de Pregny 11, 1292 Chambesy-Geneva, Switzerland, Tel [41] (22) 749-4111, Telex 412865 USGV, Fax 749-4880

CM: Daniel L. Spiegel
EXEC ASST: Linda O. Swafford
DCM: Leslie A. Gerson
IEA (ECO): Kristie A. Kenney
COM: Jeffrey Kushan
PSA (POL): Robert G. Loftis
REFUGEE/
MIG AFF: William R. Brownfield
LEGAL ATT: Edward R. Cummings
EST: William R. McPherson
ADM: J. Michael O'Brien
PAO: Cornelius Walsh
RSO: Kevin P. O'Neil
LAB: Nicholas A. Stigliani
IMO: M. Audrey Anderson
ISM: Lynn E. Cramer

US Trade Representative (USTR), Botanic Bldg.,
1-3 Avenue de la Paix, 1202 Geneva, Switzerland,
Tel [41] (22) 749-4111, Fax [41] (22) 749-5308

CM:	Booth Gardner
DCM:	Andrew L. Stoler
COM:	Jeffrey Kushen
AGR:	Craig Thorn

US Delegation to the Conference on Disarmament (CD), U.S. Mission Bldg., Route de Pregny 11, 1292 Chambesy-Geneva, Tel [41] (22) 749-4407, Fax 749-4833

US REP:	Stephen J. Ledogar
REP SEC:	Angela M. Agustoni
DEP REP:	James H. Madden
EXEC SEC:	John H. King
ACDA REP:	Katharine Crittenberger
DOE REP:	Dorothy Donnelly
JCS REP:	Capt. Greg Meyer, USN
MISSION REP:	Keith Hansen
OSD REPS:	Brian Knapp
	Col. David Evans, USAF
STATE REP:	Edward Ifft

Geneva (CA), Botanic Building 1-3 Avenue de la Paix,
1202 Geneva; Tel. (0) 41-22-738-7613; Fax 41-22-749-5388

CA:	John Kermisch
-----	---------------

SYRIA

Damascus (E), Abou Roumaneh, Al-Mansur St., No. 2
• P.O. Box 29, Damascus, Syria, Tel [963] (11) 333-2814, 333-0788, 332-0783; USIS Tel 333-1878, 333-8413; Telex 411919 USDAMA, Fax 2247938

AMB:	Christopher W. S. Ross
AMB SEC:	Carol A. Bourne
DCM:	Marjorie A. Ransom
POL:	Christopher W. Murray
ECO/COM:	David H. Rundell
CON:	Greta C. Holtz
ADM:	Joseph F. Cuadrado
RSO:	Justine M. Sincavage
PAO:	Evelyn A. Early
IMO:	Robert D. Arriaga
A/DAO:	Col. William Zekas
AGR:	Forrest Geerken, Jr. (resident in Cairo)
FAA:	Steven B. Wallace (resident in Rome)
IRS:	Margaret Lullo (resident in Bonn)

108 TAJIKISTAN-TANZANIA

TAJIKISTAN

Dushanbe (E), Ocityabrskaya Hotel, 105A Prospect Rudaki, Dushanbe, Tajikistan 734001, Tel [7] (3772) 21-03-56, Telex (787) 20116

AMB:	R. Grant Smith
AMB SEC:	Barbara Coskun
DCM:	William Davnie
POL/ECO:	Arlene Ferrill
GSO/CON:	Bruce Prior
ADM:	Steve Slatin
RSO:	Robert F. Valente (resident in Tashkent)
IPO:	Vance Blakely
FAA:	Dennis B. Cooper (resident in Moscow)
IRS:	Margaret Lullo (resident in Bonn)
USAID:	Richard Fraenkel
DATT:	Maj. Thomas Wilhelm, USA

TANZANIA

Dar Es Salaam (E), 36 Laibon Rd. (off Bagamoyo Rd.)
• P.O. Box 9123, Tel [255] (51) 66010/1/2/3/4/5,
Telex 41250 USA TZ, Fax 66701

AMB:	J. Brady Anderson
AMB SEC:	Katherine A. Radcliffe
DCM:	David B. Dunn
POL:	Ruth M. Henderson
ECO:	Jacques L. Gude
COM:	Christopher T. Griffin
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RSO:	John M. Eustace, Jr.
PAO:	Kiki S. Munshi
IPO:	Diane B. Peterson
ODA:	Ltc. Grant C. Hayes (resident in Harare)
AID:	Lucretia Taylor
AGR:	Henry L. Schmick (resident in Nairobi)
FAA:	Ronald L. Montgomery (resident in Dakar)
LAB:	C. Steven McGann (resident in Nairobi)
IRS:	Stanley Beesley (resident in London)

THAILAND

Bangkok (E), 120 Wireless Rd. • APO AP 96546,
Tel [66] (2) 205-4000, Fax 254-2990; CON offices at 95
Wireless Rd; COM 3d fl., Diethelm Towers Bldg.,
Tower A, 93/1 Wireless Rd., 10330, Tel 255-4365 thru
7, Fax 255-2915

AMB:	William H. Itoh
AMB SEC:	Barbara A. Matchey
DCM:	Ralph L. Boyce, Jr.
POL:	Barbara J. Tobias
ECO:	David R. Moran
COM:	Carol M. Kim
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ISO:	David H. Johnston
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CDC/HIV:	Timothy D. Mastro
NAS:	Allen E. Nugent
REF:	Dewey R. Pendergrass
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INS:	Olen R. Martin
AGR:	Peter Kurz
FAA:	David L. Knudson (resident in Singapore)
FAA/CASLO:	Wendell L. Sims
LAB:	William Weinstein
IRS:	Shirley Sherwood (resident in Singapore)

Chiang Mai (CG), Vidhayanond Rd • Box C, APO AP
96546, Tel [66] (53) 252-629, Fax 252-633

PO:	Scott D. Bellard
POL/CON:	Jill M. Esposito
ADM:	Karl D. Albrecht

Udorn (C), 35/6 Supakitjanya Rd., Udorn 41000 • Box
UD, APO AP 96546, Tel [66] (42) 244-2702, 244-942,
Fax 244-273

PO:	Robert A. Pollard
POL:	Paul O. Mayer

TOGO

Lome (E), Rue Pelletier Caventou and Rue Vauban,
B.P. 852, Tel [228] 21-77-17 and 21-29-91 thru 94,
Fax 21-79-52

AMB:	Johnny Young
------	--------------

110 TOGO-TUNISIA

AMB SEC:	Karen Schoppl
DCM:	Terence P. McCulley
ECO/COM:	Whitney Young Baird
ADM:	Catherine Ebert-Gray
RSO:	Charles Hartley
PAO:	Theodore A. Boyd
IPO:	Richard A. Carpenter
FAA:	Ronald L. Montgomery (resident in Dakar)
ODA:	Col. Gerald D. Saltness, USA (resident in Abidjan)
LAB:	Andrew Parker (resident in Lagos)
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CON/POL:	Joel Ehrendreich
GSO:	Martina Flintrop

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AGR:	Evans "Duffy" Browne
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FAA:	Tony Fazio (resident in Paris)

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Istanbul (CG), 104-108 Mesrutiyet Caddesi, Tepebasi
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(212) 251 3602, Telex 24077 ATOT-TR; GSO Fax 251-
2554; FCS/COM Fax 252-2417; CON Fax 252-7851

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COM:	(Vacant)
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PO:	Elizabeth W. Shelton
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463-5040

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45, 35-00-46, 35-00-42, Tie Line [8] 962-0000, Fax 51-
13-05; Telex 064-228-124 USAS RU

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GSO:	Michael Dixon

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LAB:	C. Steven McGann (resident in Nairobi)
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Kiev (E), 10 Yuria Kotsubynskoho, 254053 Kiev 53,
Tel [380] (44) 244-7345, afterhours 216-3805, Telex
131142 CGKIV SU, Fax 244-7350; USIS Tel. 213-2532,
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CON:	Thomas M. Ramsey
RSO:	Clifton W. Flowers (resident in London)

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US REP FOR
SPECIAL POL AFF: Amb. Karl F. Inderfurth
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ADM: (Vacant)

URUGUAY

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118 UZBEKISTAN-VIETNAM

IRS: Margaret Lullo
(resident in Bonn)

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District • P.O. Box 22347, Sanaa, Republic of Yemen,
Tel [967] (1) 238-843/52, Fax 251-563; USIS Tel 216-
973, Fax 203-364; USAID Tel 231-529, Fax 231-578,
workweek: Saturday thru Wednesday

AMB:	David G. Newton
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Kampala, Uganda (E)	113
Karachi, Pakistan (CG)	85
Kathmandu, Nepal (E)	79
Khartoum, Sudan (E)	104
Kiev, Ukraine (E)	113
Kigali, Rwanda (E)	95
Kingston, Jamaica (E)	57
Kinshasa, Zaire (E)	120
Kolonia, Micronesia (E)	76
Koror, Palau (E)	86
Krakow, Poland (CG)	91
Kuala Lumpur, Malaysia (E)	69
Kuwait, Kuwait (E)	62
La Paz, Bolivia (E)	13
Lagos, Nigeria (E)	82
Lahore, Pakistan (CG)	86
Leipzig, Fed. Rep. of Germany (CG)	43
Libreville, Gabon (E)	39
Lilongwe, Malawi (E)	68
Lima, Peru (E)	89
Lisbon, Portugal (E)	91
Ljubljana, Slovenia (E)	100
Lome, Togo (E)	109
London, England, U.K. (E)	115
Luanda, Angola (E)	2
Lusaka, Zambia (E)	120
Luxembourg, Luxembourg (E)	67
Madras, India (CG)	52
Madrid, Spain (E)	102
Majuro, Marshall Islands (E)	70
Managua, Nicaragua (E)	81
Manama, Bahrain (E)	7
Manila, Philippines (E)	89
Maputo, Mozambique (E)	78
Marseille, France (CG)	39
Maseru, Lesotho (E)	65
Matamoros, Mexico (C)	74
Mbabane, Swaziland (E)	105
Medan, Indonesia (CG)	53
Melbourne, Australia (CG)	4
Merida, Mexico (C)	74
Mexico City, D.F., Mexico (E)	72

Milan, Italy (CG)	56
Minsk, Belarus (E)	9
Monrovia, Liberia (E)	65
Monterrey, Mexico (CG)	73
Montevideo, Uruguay (E)	117
Montreal, Canada (CG) (ICAO)	22
Moscow, Russia (E)	93
Mumbai, India (CG)	52
Munich, Fed. Rep. of Germany (CG)	43
Muscat, Oman (E)	84
Nagoya, Japan (C)	60
Naha, Japan (CG)	59
Nairobi, Kenya (E) (UNEP)	61
Naples, Italy (CG)	57
Nassau, The Bahamas (E)	7
N'Djamena, Chad (E)	24
New Delhi, India (E)	51
New York, N.Y. (USUN)	116
Niamey, Niger (E)	82
Nicosia, Cyprus (E)	30
Nouakchott, Mauritania (E)	71
Nuevo Laredo, Mexico (C)	75
Osaka-Kobe, Japan (CG)	59
Oslo, Norway (E)	83
Ottawa, Canada (E)	21
Ouagadougou, Burkina Faso (E)	18
Panama City, Panama (E)	87
Paramaribo, Suriname (E)	104
Paris, France (E) (USOECD) (UNESCO)	38-39
Perth, Australia (CG)	4
Peshawar, Pakistan (C)	86
Phnom Penh, Cambodia (E)	20
Ponta Delgada, Azores, Portugal (C)	92
Port-au-Prince, Haiti (E)	48
Port Louis, Mauritius (E)	71
Port Moresby, Papua New Guinea (E)	87
Porto Alegre, Brazil (C)	16
Port-of-Spain, Trinidad and Tobago (E)	110
Prague, Czech Republic (E)	31
Praia, Cape Verde (E)	23
Pretoria, South Africa (E)	101
Pusan, Korea (C)	62
Quebec, Canada (CG)	22
Quito, Ecuador (E)	33
Rabat, Morocco (E)	77
Rangoon, Burma (E)	19
Recife, Brazil (C)	16
Reykjavik, Iceland (E)	51
Riga, Latvia (E)	64
Rio de Janeiro, Brazil (CG)	15
Riyadh, Saudi Arabia (E)	96

Rome, Italy (E), (FODAG)	55–56
St. George's, Grenada (E)	44
St. Petersburg, Russia (CG)	94
San Jose, Costa Rica (E)	28
San Salvador, El Salvador (E)	34
Sanaa, Rep. of Yemen (E)	119
Santiago, Chile (E)	24
Santo Domingo, Dominican Republic (E)	32
Sao Paulo, Brazil (CG)	16
Sapporo, Japan (CG)	59
Sarajevo, Bosnia-Herzegovina (E)	14
Seoul, Korea (E)	62
Shanghai, China (CG)	26
Shenyang, China (CG)	26
Singapore, Singapore (E)	99
Skopje, Macedonia (E)	67
Sofia, Bulgaria (E)	18
Stockholm, Sweden (E)	105
Strasbourg, France (CG)	39
Surabaya, Indonesia (CG)	53
Suva, Fiji (E)	37
Sydney, Australia (CG)	4
Tallinn, Estonia (E)	36
Tashkent, Uzbekistan (E)	117
Tbilisi, Georgia (E)	40
Tegucigalpa, Honduras (E)	49
Tel Aviv, Israel (E)	54
Thessaloniki, Greece (CG)	44
Tijuana, Mexico (CG)	74
Tirana, Albania (E)	1
Tokyo, Japan (E)	58
Toronto, Canada (CG)	22
Tunis, Tunisia (E)	110
Udon, Thailand (109)	109
Ulaanbaatar, Mongolia (E)	76
Valletta, Malta (E)	70
Vancouver, Canada (CG)	22
Vatican City, The Holy See (E)	48
Vienna, Austria (E), (UNVIE), (OSCE)	5–6
Vientiane, Laos (E)	63
Vilnius, Lithuania (E)	66
Vladivostok, Russia (CG)	95
Warsaw, Poland (E)	90
Washington, D.C. (USOAS)	116
Wellington, New Zealand (E)	80
Windhoek, Namibia (E)	78
Yaounde, Cameroon (E)	20
Yekaterinburg, Russia (CG)	95
Yerevan, Armenia (E)	3
Zagreb, Croatia (E)	29

ABBREVIATIONS AND SYMBOLS

ACM	Assistant Chief of Mission
ADM	Administrative Section
ADV	Adviser
AGR	Agricultural Section (USDA/FAS)
AID	Agency for International Development
ALT	Alternate
AMB	Ambassador
AMB SEC	Ambassador's Secretary
APHIS	Animal and Plant Health Inspection Service Officer
APO	Army Post Office
ARSO	Assistant Regional Security Officer
ATO	Agricultural Trade Office (USDA/FAS)
BCAO	Branch Cultural Affairs Officer (USIS)
Bg	Brigadier General
BIB	Board for International Broadcasting
BO	Branch Office (of Embassy)
BOB/EUR	Board of Broadcasting, European Office
BPAO	Branch Public Affairs Officer (USIS)
B.P.	Boite Postale
BUD	Budget
C	Consulate
CA	Consular Agency/Agent
CAO	Cultural Affairs Officer (USIS)
Capt	Captain (USN)
CDC	Centers for Disease Control
Cdr	Commander
CEO	Cultural Exchange Officer (USIS)
CG	Consul General, Consulate General
CG SEC	Consul General's Secretary
CHG	Charge d'Affaires
CINCAFSOUTH	Commander-in-Chief Allied Forces Southern Europe
CINCEUR	Commander-in-Chief U.S. European Command
CINCUSAFE	Commander-in-Chief U.S. Air Forces Europe

CINCUSAREUR	Commander-in-Chief U.S. Army Europe
Col	Colonel
CM	Chief of Mission
COM	Commercial Section (FCS)
CON	Consul, Consular Section
COUNS	Counselor
C.P.	Caixa Postal
CPO	Communications Program Officer
CUS	Customs Service (Treasury)
DAC	Development Assistance Committee
DCM	Deputy Chief of Mission
DEA	Drug Enforcement Agency
DEP	Deputy
DEP DIR	Deputy Director
DIR	Director
DOE	Department of Energy
DPAO	Deputy Public Affairs Officer (USIS)
DPO	Deputy Principal Officer
DSA	Defense Supply Adviser
E	Embassy
ECO	Economic Section
ECO/COM	Economic/Commercial Section
EDO	Export Development Officer
ERDA	Energy Research and Develop- ment Administration
EST	Environment, Science, and Technology
EX-IM	Export-Import
FAA	Federal Aviation Administration
FAA/CASLO	Federal Aviation Administration Civil Aviation Security Liaison Officer
FAA/FSIDO	Federal Aviation Administration Flight Standards International District Office
FIC/JSC	Finance Committee and Joint Support Committee
FIN	Financial Attache (Treasury)
FODAG	Food and Agriculture Organizations
FPO	Fleet Post Office

IAEA	International Atomic Energy Agency
IAGS	Inter-American Geodetic Survey
ICAO	International Civil Aviation Organization
IMO	Information Management Officer
IO	Information Officer (USIS)
IPO	Information Program Officer
IRM	Information Resources Management
IRS	Internal Revenue Service
ISM	Information Systems Manager
JUS/CIV	Department of Justice, Civil Division
JUSMAG	Joint US Military Advisory Group
LAB	Labor Officer
LO	Liaison Officer
Ltc	Lieutenant Colonel
LEGATT	Legal Attache
M	Mission
Mg	Major General
MAAG	Military Assistance Advisory Group
MILGP	Military Group
MSG	Marine Security Guard
MSC	Military Staff Committee
MIN	Minister
MLO	Military Liaison Office
MNL	Minerals Officer
NARC	Narcotics
NATO	North Atlantic Treaty Organization
NAS	Narcotics Affairs Section
NCIS	Naval Criminal, U.S.
OAS	Organization of American States
ODA	Office of the Defense Attache
ODC	Office of Defense Cooperation
OIC	Officer in Charge
OMC	Office of Military Cooperation
PAO	Public Affairs Officer (USIS)
PC	Peace Corps
PO	Principal Officer
PO SEC	Principal Officer's Secretary

POL	Political Section
POL/LAB	Political and Labor Section
POLAD	Political Adviser
POL/ECO	Political/Economic Section
Radm	Rear Admiral
RCON	Regional Consular Affairs Officer
REDSO	Regional Economic Develop- ment Services Office
REF	Refugee Coordinator
REP	Representative
RES	Resources
RHUDO	Regional Housing and Urban Development Office
ROCAP	Regional Officer for Central American Programs
RPSO	Regional Procurement and Support Office
RSO	Regional Security Officer
SAO	Security Assistance Office
SCI	Scientific Attache
SEC DEL	Secretary of Delgation
SHAPE	Supreme Headquarters Allied Powers Europe
SLG	State and Local Government
SR	Senior
STC	Security Trade Control
UNEP	United Nations Environment Program
UNESCO	United Nations Educational, Scientific, and Cultural Organizations
UNIDO	United Nations Industrial Development Organization
USA	United States Army
USAF	United States Air Force
USDA/APHIS	Animal and Plant Health Inspection Service
USEU	US Mission to the European Union
USGS	US Geological Survey
USINT	United States Interests Section
USIS	United States Information Service
USLO	United States Liaison Office
USMC	United States Marine Corps
USMTM	US Military Training Mission

USN	United States Navy
USNATO	US Mission to the North Atlantic Treaty Organization
USOAS	US Mission to the Organization of American States
USOECD	US Mission to the Organization for Economic Cooperation and Development
USTTA	US Travel and Tourism Agent
USUN	US Mission to the United Nations
VC	Vice Consul
VOA	Voice of America

STATE ZIP CODES

In conjunction with the U.S. Postal Service's system of 9-digit ZIP Codes, the Department of State has assigned a unique 4-digit number to each Foreign Service post. All mail sent through the Department's pouch system (for posts without APO/FPO addresses) should add the 4-digit number to the current ZIP Code 20521. For example, the ZIP Code for Abidjan would be 20521-2010; for Abu Dhabi, 20521-6010. Refer to the following list for each Foreign Service post's unique number.

Abidjan	2010	Bratislava	5840
Abu Dhabi	6010	Brazzaville	2090
Accra	2020	Bridgetown	3120
Adana	5020	Brussels	
Addis Ababa	2030	(USNATO - M)	5230
Algiers	6030	Brussels (E)	7600
Almaty	7030	Bucharest	5260
Amman	6050	Budapest	5270
Amsterdam	5780	Buenos Aires	3130
Ankara	7000	Bujumbura	2100
Antananarivo	2040	Bukavu	2240
Ashgabat	7070	Cairo	7700
Asmara	7170	Calcutta	6250
Asuncion	3020	Calgary	5490
Athens	7100	Canberra	7800
Auckland	4370	Cape Town	2480
Baghdad	6060	Caracas	3140
Baku	7050	Casablanca	6280
Bamako	2050	Chengdu	4080
Bandar Seri		Chiang Mai	4040
Begawan	4020	Chisinau	7080
Bangkok	7200	Ciudad Juarez	3270
Bangui	2060	Cluj-Napoca	1315
Banjul	2070	Colombo	6100
Barcelona	5400	Conakry	2110
Beijing	7300	Copenhagen	5280
Beirut	6070	Cotonou	2120
Belfast	5360	Curacao	3160
Belgrade	5070	Dakar	2130
Belize	3050	Damascus	6110
Berlin	5090	Dar Es Salaam	2140
Bern	5110	Dhahran	6310
Bishkek	7040	Dhaka	6120
Bissau	2080	Djibouti	2150
Bogota	3030	Doha	6130
Bombay	6240	Dubai	6020
Bonn	7400	Dublin	5290
Brasilia	7500	Durban	2490

Dushanbe	7090	Lima	3230
Dusseldorf	5160	Lisbon	5320
Edinburgh	5370	Ljubljana	7140
Florence	5670	Lome	2300
Frankfurt	7900	London	8400
Freetown	2160	Luanda	2550
Fukuoka	4310	Lusaka	2310
Gaborone	2170	Luxembourg	5380
Geneva (M)	5120	Madras	6260
Georgetown	3170	Madrid	8500
Grenada	3180	Majuro	4380
Guadalajara	3280	Malabo	2320
Guangzhou	4090	Managua	3240
Guatemala City	3190	Manama	6210
Guayaquil	3430	Manila	8600
The Hague	5770	Maputo	2330
Halifax	5500	Marseille	5600
Hamburg	5180	Maseru	2340
Hamilton	5300	Matamoros	3300
Hanoi	4550	Mbabane	2350
Harare	2180	Melbourne	4140
Havana	3200	Merida	3320
Helsinki	5310	Mexico City	8700
Hermosillo	3290	Milan	5690
Ho Chi Minh City	7160	Minsk	7010
Hong Kong	8000	Monrovia	8800
Islamabad	8100	Monterrey	3330
Istanbul	5030	Montevideo	3360
Jakarta	8200	Montreal	5510
Jeddah	6320	Moscow	5430
Jerusalem	6350	Munich	5190
Johannesburg	2500	Muscat	6220
Kampala	2190	Naha	4320
Karachi	6150	Nairobi	8900
Kathmandu	6190	Naples	5700
Khabarovsk	5870	Nassau	3370
Khartoum	2200	N'Djamena	2410
Kiev	5850	New Delhi	9000
Kigali	2210	Niamey	2420
Kingston	3210	Nice	5610
Kinshasa	2220	Nicosia	5450
Kolonia	4120	Nouakchott	2430
Krakow	5140	Nuevo Laredo	3340
Kuala Lumpur	4210	Oporto	5330
Kuwait	6200	Osaka-Kobe	4330
Lagos	8300	Oslo	5460
La Paz	3220	Ottawa	5480
Lahore	6160	Ouagadougou	2440
Leipzig	5860	Panama City	9100
Libreville	2270	Paramaribo	3390
Lilongwe	2280	Paris	9200

Perth	4160	Singapore	4280
Peshawar	6170	Skopje	7120
Phnom Penh	4540	Sofia	5740
Ponta Delgada	5340	Stockholm	5750
Port-au-Prince	3400	Strasbourg	5620
Port Louis	2450	Surabaya	4200
Port Moresby	4240	Suva	4290
Port-of-Spain	3410	Sydney	4150
Poznan	5050	Taipei, AIT	4170
Prague	5630	Tallinn	4530
Praia	2460	Tashkent	7110
Pretoria	9300	Tbilisi	7060
Pusan	4270	Tegucigalpa	3480
Quebec	5520	Tel Aviv	9700
Quito	3420	Thessaloniki	5060
Rabat	9400	Tijuana	3350
Rangoon	4250	Tirana	9510
Recife	3080	Tokyo	9800
Reykjavik	5640	Toronto	5530
Riga	4520	Trieste	5720
Rio de Janeiro	3090	Tunis	6360
Riyadh	6300	Ulaanbaatar	4410
Rome	9500	Valletta	5800
St. George's	3180	Vancouver	5540
St. Petersburg	5440	Vatican City	5660
San Jose	3440	Vienna	9900
San Salvador	3450	Vientiane	4350
Sanaa	6330	Vilnius	4510
Santiago	3460	Vladivostok	5880
Santo Domingo	3470	Warsaw	5010
Sao Paulo	3110	Wellington	4360
Sapporo	4340	Windhoek	2540
Sarajevo	7130	Yaounde	2520
Seoul	9600	Yekaterinburg	5890
Shanghai	4100	Yerevan	7020
Shenyang	4110	Zagreb	5080

IVG Usage Dial Prefix Codes

The International Voice Gateway (IVG) switch is located in Beltsville, Maryland and provides interconnectivity from 99 overseas locations to all Department of State and government agencies located in the Washington, D.C. metropolitan area. Through the use of calling cards, it also enables users to access the FTS networks, GETS, WITS, as well as commercial numbers for international direct dialing at substantially reduced rates.

Post	Access Code
Abu Dhabi	845
AIT Taipei	844
Algiers	928
Almaty	927
Ankara	295
Ashgabat	962
Asuncion	642
Athens	869
Baku	841
Bangkok	675
Berlin	292
Bern	873
Bogota	879
Bonn	496
Brandy	490
Brasilia	921
Bratislava	560
Brussels	694
Buenos Aires	878
Cairo	870
Canberra	679
Caracas	643
Chisinau	548
Croughton	573
DTSPO	671
Dublin	693
Dushanbe	752
Frankfurt	568
Ft. Lauderdale	798
Gaborone	846
Geneva	493
Guatemala	799
Hong Kong	727
Jakarta	386
Kampala	838
Kiev	788
Kigali	988
Kingston	929

Post	Access Code
Lagos	261
La Paz	547
Lilongwe	835
Lima	549
London	492
Madrid	559
Manila	678
Mexico	578
Milan	481
Minsk	577
Moscow	435
Ndjamena	924
New Delhi	840
OSIA Moscow	995
Ottawa	834
Panama City	833
Paris	498
Port au Prince	271
Pretoria	685
Quito	644
Riga	868
Rome	674
San Salvador	830
Santiago	843
Sarajevo	837
Seoul	725
Singapore	726
Stockholm	993
Tallinn	969
Tbilisi	997
Tegucigalpa	539
Tel Aviv	751
Tirana	970
Tokyo	688
USNATO	641
Valletta	753
Vienna	872
Vilnius	973
Wellington	847
Yekaterinburg	757
Yerevan	996
Zagreb	444

TELEPHONING A FOREIGN SERVICE POST

Below is the procedure for telephoning a Foreign Service post. American Embassy Canberra is used as an example.

Calling From a U.S. Government Agency:

Dial 9 + international access code + country code + city code + local number

Ex: 9 + 011 + [61] + (6) + 2705000

Others:

Dial international access code + country code + city code + local number

Ex: 011 + [61] + (6) + 2705000

NOTE: Some international calls will require operator assistance because the country is not an international dial country. The telephone listing for these countries will not be preceded by a country code and city code (always shown in brackets and parentheses).

Calls to certain points outside the continental U.S. can be dialed in the same manner as long distance. Simply dial the area code or country code and the local number. For these locations, no city code will appear with the telephone number.

UNIVERSITY OF FLORIDA



3 1262 08542 7176